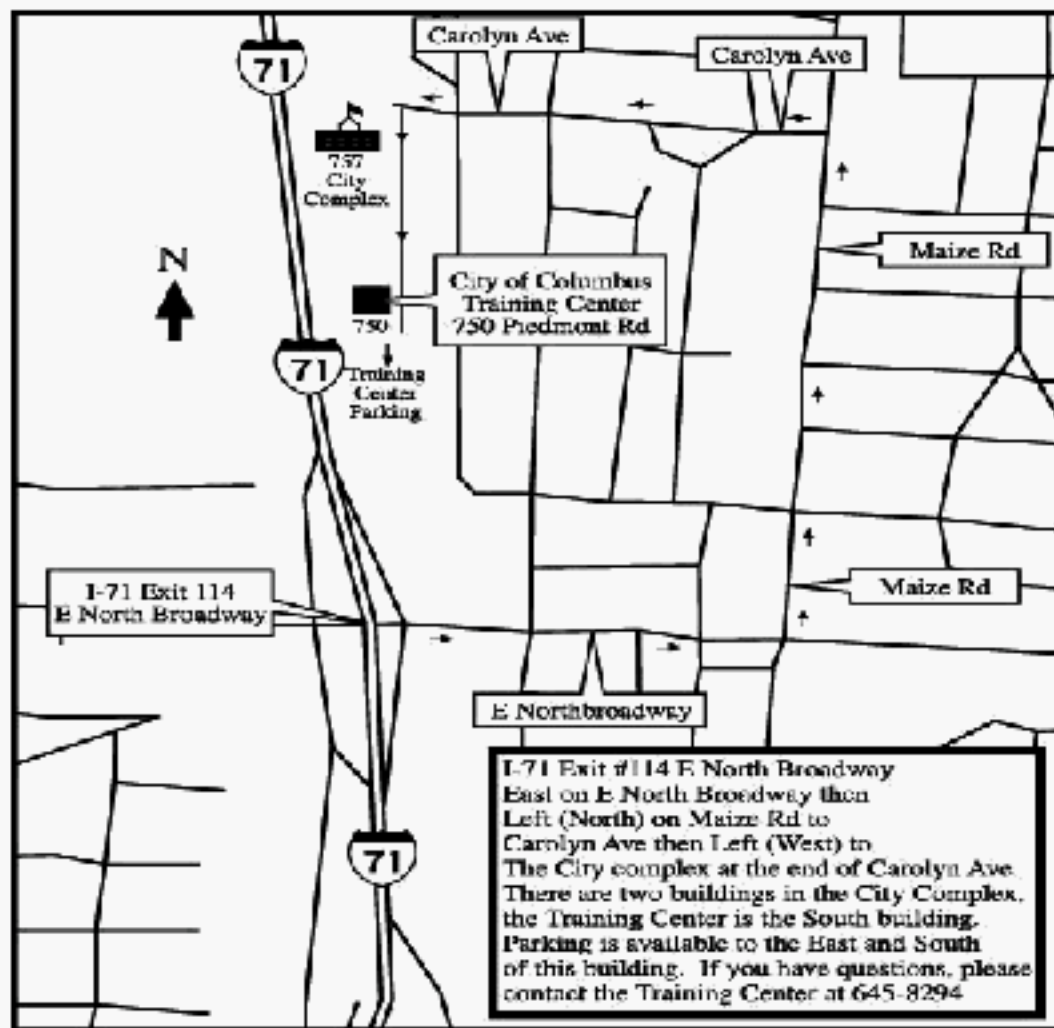




GREATER COLUMBUS ARMA Chapter Meeting

October 18, 2002 2:30-4:00 PM

Citywide Training Facility
750 Piedmont Road
Columbus, Ohio 43224
645-3059



Agenda

2:30-3:00 Registration

3:00-4:00 Chapter Meeting

Speaker: Jerry VanLoozen, CDIA

Subject: Compliance in Records Management- Validation of your RM Policies and Procedures

Mr. VanLoozen will discuss the business case for compliance, performing an audit, and what you need to do get your program compliant.

Bio: Mr. VanLoozen has been in the RIM industry for 20 yrs. His experience includes filing and storage systems, commercial record center operations, RM software development and document imaging. He is currently serving his second term as president of the Detroit Chapter of ARMA

Beverages and Snacks will be provided.

\$10 for ARMA Members, \$15 for non-members

Please RSVP by Tuesday Oct. 15th via e-mail, After Oct. 15th RSVP via telephone @ 466-9382

Any questions, please contact Cathy Garrett (614-466-9382 or cdglittlesis@aol.com)