



# PAM for NOTES

Electronic archiving  
of emails and documents  
for Lotus Notes and  
Domino Server 6.5 - 8.5

## Up to 80% more storage at the Domino server

PAM for NOTES checks if emails exist at the Domino server that match previously configured archive rules. Emails and attachments which are available for archiving are pulled by PAM for NOTES from the domino server while leaving a stub document. Meta data about the archived document is saved in a relational database (ORACLE or MS-SQL Server), which also has the link to the new storage space.

Single Instance Store (SIS) technology makes sure that attachments and emails that have the same content (like being addressed to office@... Having the same body and the same attachments) will always be stored only once. Even if additional H&S archive systems, like fileserver archiving are installed, archived attachments will be archived only once due to the used product spanning archiving technology.

The administrator who is able to define archive rules with the archiving wizard defines the moment when a email should be archived. You can choose between:

- Archiving as soon as the mail arrives at the Domino mail server or
- at predefined times.
- Archive emails automatically, if they have reached a certain age,
- are bigger then a defined size,
- have a specific subject
- or come from a specific sender.

Beyond that you can create our own, very specific archiving rules with Lotus Notes formulas.

## Save a lot of time in your daily backup routines

If you archive your e-mails the disk space needed on your Lotus Domino Server will be reduced. Daily backup times will shorten dramatically. If you turn on archive synchronization on separated archive medias you will reach an optimum for data security.

## Fulfill legal restrictions

Emails are subject to the same commercial- and financial law preservation duties as paper based documents do. They need to be stored 'unaltered' and 'original' through their whole safekeeping period.

PAM for NOTES supports those legal requirements both by locking mechanisms (encryption and retention time), which are implemented by the software and also by being compatible to audit-proof storage medias(see back side).

## Dissolve risky Notes archive databases

Protect your company against data loss. PAM for NOTES migrates your existing Notes archive databases into a central storage system. Offline access is kept up in its entirety.

## Full transparency for your users

Nothing is changing for your users. The known double click in your e-mail application is enough and their emails are restored together with their attachments on the fly. The Lotus Notes Access Right system is persistent.

# PAM for NOTES characteristics

Supported mail servers	Domino 6.5.x. - 8.5.x.
PAM for NOTES Operatingssystem	MS Windows 2003, 2008 Server
Archive database	Oracle from Version 9i, 10g, MS-SQL-Server Version 2005, 2008

## Archive Engine

Hierarchical Storage Management (HSM)	Synchronous and/or asynchronous archiving on any number of independent archive medias. Even if the Domino server used for archiving is down, user can get access to their archived mails through a separate web frontend. PAM for Notes is the first choice for companies who have the highest requirements about reliability in service and effective investment protection. Media Service by PAM for Notes supports all standard storage systems within Microsoft or UNIX IT Systems.
Single Instance Store (SIS)	Emails which were sent to many persons are split into „text“ part and attachments. Elements of that mail that are the same will only be archived once (Single Instance Store). This feature helps saving space in the archive system and also assures consistency. Encrypted emails can be archived too. They are stored as an encapsulated nsf file.

## Supported archive medias and -systems

Archive medias, magn. Online Storage	RAID, HDD, EMC-Celerra
Archive medias, optical/magn.optical	CD-R, CD/RW, DVD, MO, UDO
Archiv medias, magn. with WORM Function	EMC Centera (CAS), MC-Celerra, NetApp (SnapLock), IBM DR550, HP FSE, FAST LTA
Software WORM Systems	IBM Tivoli Storage Management (ITSM), HP RISS, iTernity iCAS
Jukeboxsystems	All equipments that has PEGASUS, AMASS or PoINT drivers.
Tape systems	Hardware that has IBM TIVOLI support.

## Archiving methods

immediate mode	Archive as soon as the document arrives at the Domino Mail server.
scheduled mode	Choose the day/hour when the archive job should start and end. Define the maximum runtime until the archive process is stopped.
scheduled content mode	Define if mails are archived where the subject has a specific content, or that come from a configured sender. Create Lotus Notes selection formulas individually to select mails which should be archived.
scheduled condition mode	Select emails older than a defined time. Select email bigger than a specified size.

## Compliance

Storage media	Archive using audit proof archive media.
Archive format	DXL (nsf) Format.
Retention times	Retention management to assure law compliant archiving of emails.
Langzeitarchivierung	To archive for a long time you can use other formats as PDF, PDF/A and TIF as an additional format. Encrypted Emails will be saved in nsf format

**More information and a test version: [www.hs-soft.com/notes-archiving](http://www.hs-soft.com/notes-archiving)**

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