

For US State & Local Government CIOs

Archive readiness checklist

Seven questions. Five minutes.
One honest answer.



Is your archive actually audit-ready?

Most CIOs assume their archive is ready, until an audit, legal hold or ransomware event proves otherwise. This assessment is designed to help you quickly evaluate how well your organization's long-term content is positioned to support compliance, risk management, operational efficiency and AI initiatives. It is not a test, but a snapshot to help identify where focused improvements can deliver the greatest impact.

Resilience and security, built in

Ransomware doesn't discriminate between live systems and archives. Preservica stores long-term information in a repository built on self-healing, replicated storage, so your archive stays recoverable even after an attack or system failure. And because access is protected by multi-factor authentication, defined roles and permissions and a fine-grained security model, you can prove exactly who could see or touch a record, right down to the individual file.

How to use

Rate each statement on a scale of 1–5, where 1 = Strongly Disagree and 5 = Strongly Agree.

1. Compliance & defensibility

We can confidently demonstrate that long-term records are authentic, unaltered and defensible years after creation. (Think: audits, investigations, regulatory reviews.)

1 2 3 4 5

2. Governance & ownership

Clear ownership exists for archived content, including governance policies for retention, access and long-term preservation. (Records don't "fall between teams.")

1 2 3 4 5

3. Accessibility & responsiveness

Archived content can be located, retrieved and understood quickly, without manual workarounds or system archaeology. (Hours or days, not weeks.)

1 2 3 4 5

4. Security & risk tolerance

Sensitive or regulated data in archives is governed with the same rigor as live systems, including access controls and monitoring. (No blind spots.)

1 2 3 4 5

5. Long-term usability

We have confidence that critical archived content will remain readable and usable even as formats, platforms and tools change. (Not just stored, usable.)

1 2 3 4 5

6. Operational efficiency

Our team spends minimal time on manual retrieval, reformatting or reconstructing context for archived records.

1 2 3 4 5

7. Value & AI readiness

Our archived data is structured, contextualized and trustworthy enough to safely support analytics and AI initiatives. (A foundation, not a blocker.)

1 2 3 4 5

Scorecard: how to interpret your results

Total score	Maturity Level	What it means
29 - 35	Optimized	Long-term content actively supports compliance, efficiency and AI readiness.
22 - 28	Managed	Strong foundations are in place, with opportunities to increase strategic value.
15 - 21	Defined	Core practices exist, but usability, automation or governance gaps limit impact.
7 - 14	Initial	Capabilities are early or inconsistent, creating constraints over time.