

Benefiting the public sector

[Business](#), [Management](#)



The article also asserts that information is one of the best resources in the world. It is required daily to solve not only problems but also make decisions affecting the future. Increasingly, the level of success enjoyed by any organization depends on the manner in which the information resource is managed. According to the article, when one refers to information he or she means the entire records, documents, as well as data and files created, received and preserved.

Records management, on the other hand, is the “ field of management responsible for the efficient and systematic control of the creation, receipt, maintenance, and disposition of records – including capturing and maintain evidence of and information about business activities and transactions in the form of records” (Records & Information Management, 1). According to the article, the objectives furnishing accurate, timely as well as complete information for amicable decision-making. Other objectives include efficient processing of recorded information, provision of information as well as records at the lowest cost, rendering maximum service to record users and getting rid of the information that is not required. The article also asserts that organizations invest in records management systems together with programs so as to realize their business benefits. In relation to this assertion, one can deduce that RIM systems are the key part of incorporating new technologies into the business as well as ensuring conformity with record keeping requirements by the government.

In conclusion, information management, as well as record management, plays a very significant role in the management of an organization.

Organizations rely on information in making amicable decisions pertaining to

their production of services to the customers. Organizations also invest in records management in order to realize the benefits of their business.