OIT Security Certification of MFD Vendors

With full support from the Campus Management and Operations leadership team, the Purchasing Department started work on decreasing the number of multifunctional devices (MFDs. i.e., copier/scanner/printer/fax) vendors on campus in an effort to consolidate, minimize cost, maximize benefits, streamline makes and models, and create a more negotiable environment. After a thorough analysis in January 2017 of current vendors and three new HUB invites, we selected two vendors who are very active on campus and have demonstrated full cooperation with UTSA's strategic objectives. As announced in January 2017, our two preferred MFD vendors are:

DOCUmation

And

Ricoh

Did you know that your MFD takes an image of every document that goes through the machine and stores it in an internal hard drive? With this understanding, the Purchasing Department and the OIT Security Department recently met with **DOCUmation** and **Ricoh** to discuss data destruction when machines leave campus. The purpose was to discuss viable options that meet or exceed data policies and standards.

Kevin Kjosa, UTSA's OIT Information Security Operations Officer, approved of **DOCUmation's** and **Ricoh's** services to destroy data to comply with policies and standards. To build on the solid relationship with the two preferred vendors, OIT Security issued a certification to **DOCUmation** and **Ricoh** stating they are the only vendors in full compliance with UTSA data destruction policies. Certification applies only to our preferred vendors and will be re-evaluated every year.

When preferred vendors were announced in January 2017, the program allowed UTSA to build on strengths, enhancing MFD products and services. Soon we will announce another program with both vendors that allows for much more flexibility within the lease contract period with cost reduction options.

If you have any questions, contact your purchasing specialist at ext. 4060.