



OPERATIONAL AND  
COMPLIANCE  
BENEFITS OF SAP  
ARCHIVING

A Frost & Sullivan article sponsored  
by EMC

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## WHY BUSINESSES WANT TO ARCHIVE SAP TRANSACTIONAL DATA

Archiving business data has become standard practice around the world for companies of all sizes as they look for ways to improve application performance, comply with government regulations, and eDiscovery needs during litigation. In larger organizations that rely on SAP to help manage business operations, the challenges of data archiving become very complex due to the volume of transactional data generated on a daily, weekly, and monthly basis.

The very fact that SAP applications generate enormous volumes of data is an important contributing factor to potential performance degradation of the system, which makes the concept of data archiving appealing to IT administrators. If more SAP data were migrated from primary storage to less costly archive storage, the system would have less data to sort through on the production server and overall system performance improvements would be immediately noticeable to end-users.

The benefits of archiving SAP data wouldn't be confined solely to performance improvements though. With less data on the production server, backup windows would not only be reduced, but also become less prone to error. Of course with a smaller back up file, in the event of a system failure that brings business to a grinding halt, the time between system failure and full restoration of business critical SAP data can be significantly reduced. For the businesses that rely on SAP, that is important because each minute that passes without access to the transactional data in the system equates to lost revenue and productivity, which can be costly for enterprises with thousands of employees spanning the globe that rely on the transactional data in SAP applications to do their jobs.

Beyond performance improvements and regulatory compliance however, is the basic and very important need to reduce primary storage requirements that can grow rapidly as a result of large SAP print lists that are created regularly by different departments as a way to monitor, manage and distribute information on internal business processes and interactions with vendors, partners, and customers.

### **The Challenge of SAP Archiving**

The reason that many organizations struggle with system performance issues, rapidly growing storage needs, and acceptance of less than 100% reliable back ups and difficult data restoration after system failures is because archiving SAP data has traditionally been a challenging process for businesses. In fact, many organizations have stated that they keep as much data as possible on SAP production servers because once the data has been archived it is far less accessible to business users in the organization.

The problem lies with the fact that in many businesses, the SAP system doesn't remain static; it evolves as business needs change. Thus, table definitions will change over time to incorporate additional functionality, and if enough time has passed, IT administrators might have updated the system to a newer version. The end result is that as SAP evolves to meet

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the needs of the business, data that is archived remains static and doesn't evolve with the ERP system. In other words, if a company wanted to reload and re-index archived SAP data into the ERP system, the attempt might be like trying to hit a moving target. In most instances, trying to reconstitute an SAP database from archived data is so error prone and expensive that companies would never consider doing it unless they were compelled to do so by potential litigation that could cost the organization more than the extremely significant business expense of restoring the archive.

## **ARCHIVING SAP DATA DOESN'T HAVE TO MEAN THE DATA IS NO LONGER AVAILABLE**

### **EMC Documentum® Archive Services for SAP®**

Businesses around the world have struggled with the need to control the size of SAP production servers while also ensuring access to the information they need to guarantee smooth business operations. Complicating matters further, governments in developed and developing economies have passed numerous laws that require businesses to provide on-demand access to several years of business data in the legal discovery process for regulatory investigations as well as civil and criminal litigation. To address the increasing requirement for access to years of transactional ERP data on-demand, EMC has developed Documentum Archive Services for SAP<sup>1</sup>, an SAP ArchiveLink-Certified solution.

### **SAP Archive Viewing**

The EMC® solution offers businesses a robust and field tested method to migrate SAP transactional data to EMC Centera® or other secondary storage devices as the business value of content changes over time. To alleviate the historical inability to quickly and cost effectively access SAP archives, EMC ViewPoint for SAP was created to work in conjunction with Documentum Archive Services for SAP to allow business users access to archived SAP data via native SAP screens.

EMC ViewPoint for SAP provides end-users with immediate access to archives through the use of a web browser thin client that uses the native SAP interface. Not only does the use of native SAP screens eliminate confusion and the need for costly employee training, it also allows for the first time in many organizations, the ability to access and reuse archived SAP data, which was previously inaccessible after archiving.

### **Regulatory Compliance, eDiscovery, and Security**

Just as important as providing instant access to SAP archived data for business users, is the ability of ViewPoint for SAP to do the same thing for Internal Auditors, government regulators and legal discovery teams. The ability to quickly and easily access SAP archived data eliminates the need for costly reloading and re-indexing of SAP archives during litigation or regulatory investigations. This enables businesses to more easily comply with a

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1. Detailed information on EMC Documentum Archive Services for SAP can be found at <http://www.emc.com/products/detail/software/archive-services-sap.htm>

variety of industry specific regulations as well as civil and criminal court rules that require on-demand data accessibility. In short, ViewPoint for SAP offers businesses a means to rapidly respond to eDiscovery requests and avoid potential fines related to slow response times.

To further strengthen compliance capabilities, EMC also enables organizations to leverage EMC Documentum Retention Policy Services (RPS) and Documentum Records Manager (RM) to facilitate regulatory compliance, mitigate risk, and secure records. RPS helps organizations comply with legal and regulatory requirements for retention and automatically applies and enforces retention and disposition policies without burdening end users. RM builds on RPS and also delivers enhanced classification, declaration, management, file plan, and other capabilities. EMC's modular approach to records management facilitates good governance with retention and disposition and mitigates risk and cost associated with non-compliance, data loss, security breach, and litigation. Beyond compliance benefits, these products also help to manage storage needs by making it possible to automate the disposition of content as retention periods expire.

Businesses that operate in developed or developing economies face similar needs regarding data security. Frost & Sullivan research continues to find examples of regulations mandating the need for data security in different industries, particularly in relation to data that falls under the jurisdiction of privacy laws. From the 27 member states of the European Union, the United States, and many other countries around the world, data privacy protection has become a key component of business operations.

EMC approaches this issue from 3 different angles to ensure maximum protection for SAP archived data. The first line of defense is the enhanced security and access controls built into the Documentum platform. Recognizing that some enterprises require multiple levels of security however, Documentum Archive Services for SAP can also be integrated with EMC Information Rights Management (IRM) Services<sup>2</sup> to allow continued protection with non-repudiable audit trails for documents, emails, and attachments even when that information leaves a protected network. Finally, for businesses that choose to integrate Documentum Archive Services for SAP with EMC Centera, additional layers of security and audit trails are available through the use of EMC Centera's<sup>®</sup> content-addressed storage (CAS) technology and its ability to satisfy regulatory and corporate governance archive storage needs<sup>3</sup>.

### **SAP Performance, Backup & Restoration Improvement**

Although sufficient reason for some organizations to carefully consider implementing Documentum Archive Services for SAP, improved regulatory compliance and eDiscovery capabilities are not the only advantages of the solution. Application performance improvements and reduced storage requirements make Documentum Archive Services for SAP a solution that can generate a positive return on investment (ROI) for some organizations within 12 months.

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2. Additional information on EMC Information Rights Management Services can be found at <http://www.emc.com/products/detail/software/irm-services.htm>

3. For more information on EMC Centera visit <http://www.emc.com/products/family/emc-centera-family.htm>

By making it possible to migrate SAP data off production servers once end-users no longer have an immediate need for the content, businesses have been able to significantly improve application performance by reducing the amount of content SAP has to index and search through when information requests are made. Proactive SAP data migration to archive storage also has the advantage of making SAP backups error free and significantly faster as the amount of managed data on the production servers decreases. Consequently, in the unfortunate need of SAP data restoration after a system failure, an IT department will be able to recover and restore data faster and more efficiently than was previously possible and ensure that business continues with minimal interruptions.

Further enhancing the ability of IT administrators to keep only necessary data on production servers, Documentum Archive Services for SAP addresses the problem of large and data intensive print lists by allowing them to be converted to file types with smaller sizes including PDF, ASCII and HTML so that the original print list can be deleted from the production server. Not only does this feature play an important role in reducing storage needs, it also makes print lists available for reuse and review by stakeholders that don't have a SAP client, but do have access to email or an intranet portal.

## **INNOVATIVE SOLUTIONS FOR SAP ARCHIVING NEEDS**

Numerous enterprises around the world rely on SAP to efficiently manage their business operations. EMC Documentum Archive Services for SAP enables these enterprises to fine tune their business by enhancing SAP performance, guaranteeing access to SAP archives for business, regulatory and eDiscovery needs, while simultaneously decreasing storage requirements. To be fair, it is true that Documentum Archive Services for SAP is not the only solution available to address SAP archiving challenges, but it is certainly one that is well engineered and able to meet the needs demanding organizations worldwide.

With business critical retention management, compliance, and a cost effective way to access archives for eDiscovery and other business uses through a native SAP graphical user interface (GUI), enterprises with corporate governance requirements should take the time to evaluate Documentum archiving and viewing solutions. In that evaluation, attention should also be directed at the ability of the solutions to considerably improve mission critical back up, recovery, and archiving operations necessary to ensure business continuity in the event of a system failure or changes in an organization's workforce. For enterprises that rely on SAP for business operations, implementing a well engineered and field tested solution for backup, recovery, and archiving is a necessity that EMC Documentum archiving and viewing solutions for SAP can effectively address for all organizations regardless of industry.

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