

# Iron Mountain Inventory

Iron Mountain can produce a CSV file of all the tapes they have in their offsite vault and make this CSV file available for download via FTP or SFTP.

Each file that is produced by Iron Mountain will have a timestamp in the name, making it harder to download the file using the standard FTP or SFTP tools.

TapeTrack includes an FTP and SFTP utility that will take care of downloading the correct file.

If you have multiple accounts with Iron Mountain this file can contain all of the accounts in one file to avoid multiple downloads.

The file is usually made available once per day, but some customers have asked for the file to be produced 4 times per day.

Iron Mountain seem reluctant to produce the file more frequently, but in the absence of a SecureSync API to pull the information on demand, the frequency is something each customer has to negotiate with Iron Mountain, based on their own data processing needs.

Iron Mountain have a form that they ask you to complete. We understand this was designed to be completed by your account manager, but some account managers do not know this functionality is available, don't know about the form not know what details to put on the form.

All TapeTrack needs is a list of Tape ID's that Iron Mountain have in their vault, along with the account code if more than one account is being tracked.

The default CSV format is fine for this purpose.


IRON MOUNTAIN™
OFF-SITE DATA PROTECTION

FTP Installation Checklist

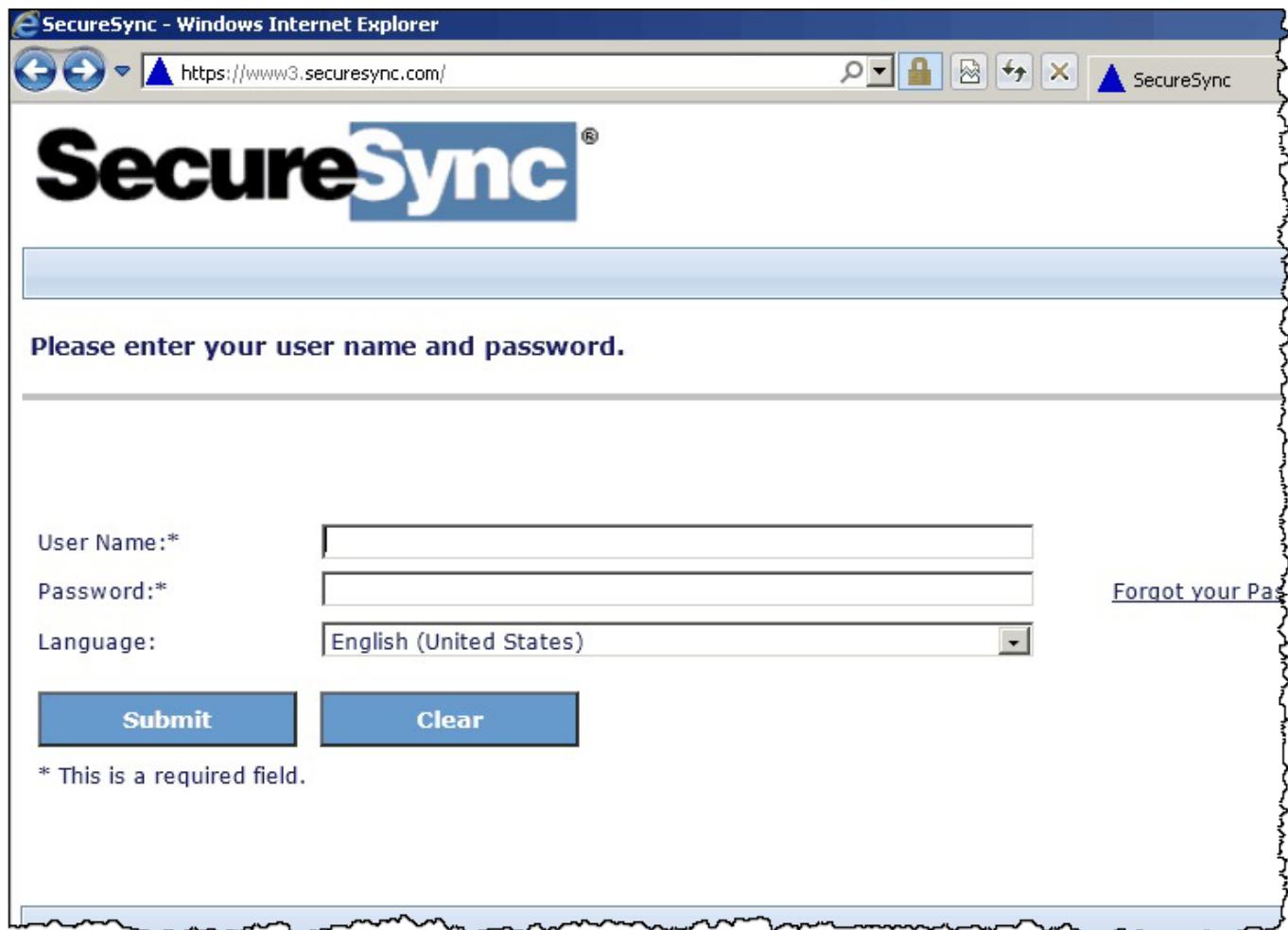
Customer Information Sheet	Today's date: <span style="color: red;">Today's date</span>			
<b>(THIS SECTION TO BE COMPLETED BY IRON MOUNTAIN)</b>				
Company name: <span style="color: red;">The name of your company (eg. ACME Corp)</span> Primary Account #: <span style="color: red;">Your IRM account number (eg. 9999)</span> Branch Name: <span style="color: red;">The name of your Iron Mountain Branch (eg. Denver Data Protection)</span> IM Branch Contact: <span style="color: red;">The name of your Iron Mountain contact (eg. Joe Smith)</span> Phone: <span style="color: red;">The phone number of your Iron Mountain contact</span> Support Center Ticket #: <span style="color: red;">A ticket assigned to you by the IRM Help Desk</span>				
List: <ul style="list-style-type: none"> <li>• All account numbers.</li> <li>• Associated Logical Vaults.</li> <li>• File types for each (P = Pick, D = Distribution, I = Inventory, DR = Disaster Recovery).</li> <li>• Whether the tapes are picked the same day we receive the file.</li> </ul>				
Acct. #:	Vaults:	File Types:	I Pick Same Day (Y/N):	<input type="checkbox"/>
Acct. #:	Vaults:	File Types:	I Pick Same Day (Y/N):	<input type="checkbox"/>
Acct. #:	Vaults:	File Types:	I Pick Same Day (Y/N):	<input type="checkbox"/>
Acct. #:	Vaults:	File Types:	I Pick Same Day (Y/N):	<input type="checkbox"/>
Acct. #:	Vaults:	File Types:	I Pick Same Day (Y/N):	<input type="checkbox"/>
Remarks: <input type="text"/>				

From experience, once you talk to the right people at Iron Mountain the download can be setup with a few days, but it can take up to a month if communication breaks down at their end so we advise checking with your account representative if the process is taking longer than expected.

While waiting on Iron Mountain to enable SFTP file transfer to your inventory report, TapeTrack's synchronization of your offsite media can be executed using a manually downloaded CSV file from the Iron Mountain SecureSync web interface.

## Downloading Inventory To CSV

Log in to Iron Mountains securesync interface at <https://www3.securesync.com> with your credentials.



The screenshot shows the SecureSync login page in Internet Explorer. The title bar reads "SecureSync - Windows Internet Explorer". The address bar shows the URL "https://www3.securesync.com/". The main content area features the "SecureSync" logo. Below the logo, a message says "Please enter your user name and password." There are two text input fields: "User Name:" and "Password:". A dropdown menu for "Language" is set to "English (United States)". Below the input fields are two buttons: "Submit" and "Clear". A note at the bottom left says "\* This is a required field." A "Forgot your Pa" link is visible on the right side of the page.

Select the required customer.

SecureSync - Windows Internet Explorer

https://www3.securesync.com/login.aspx

**SecureSync®**

The following is/are required to continue logging on to SecureSync. Please provide the following information.

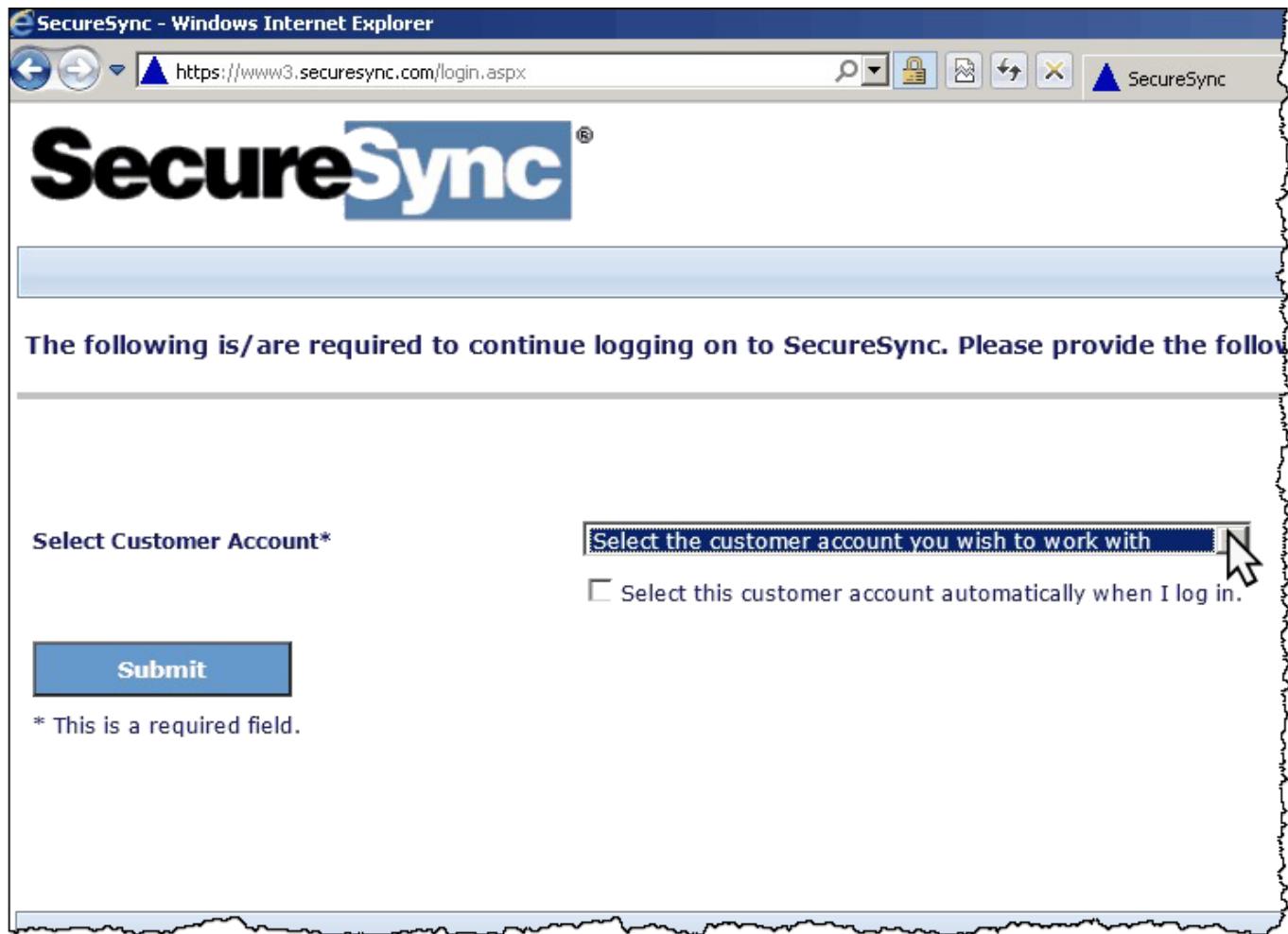
**Select Customer Account\***

Select the customer account you wish to work with

Select this customer account automatically when I log in.

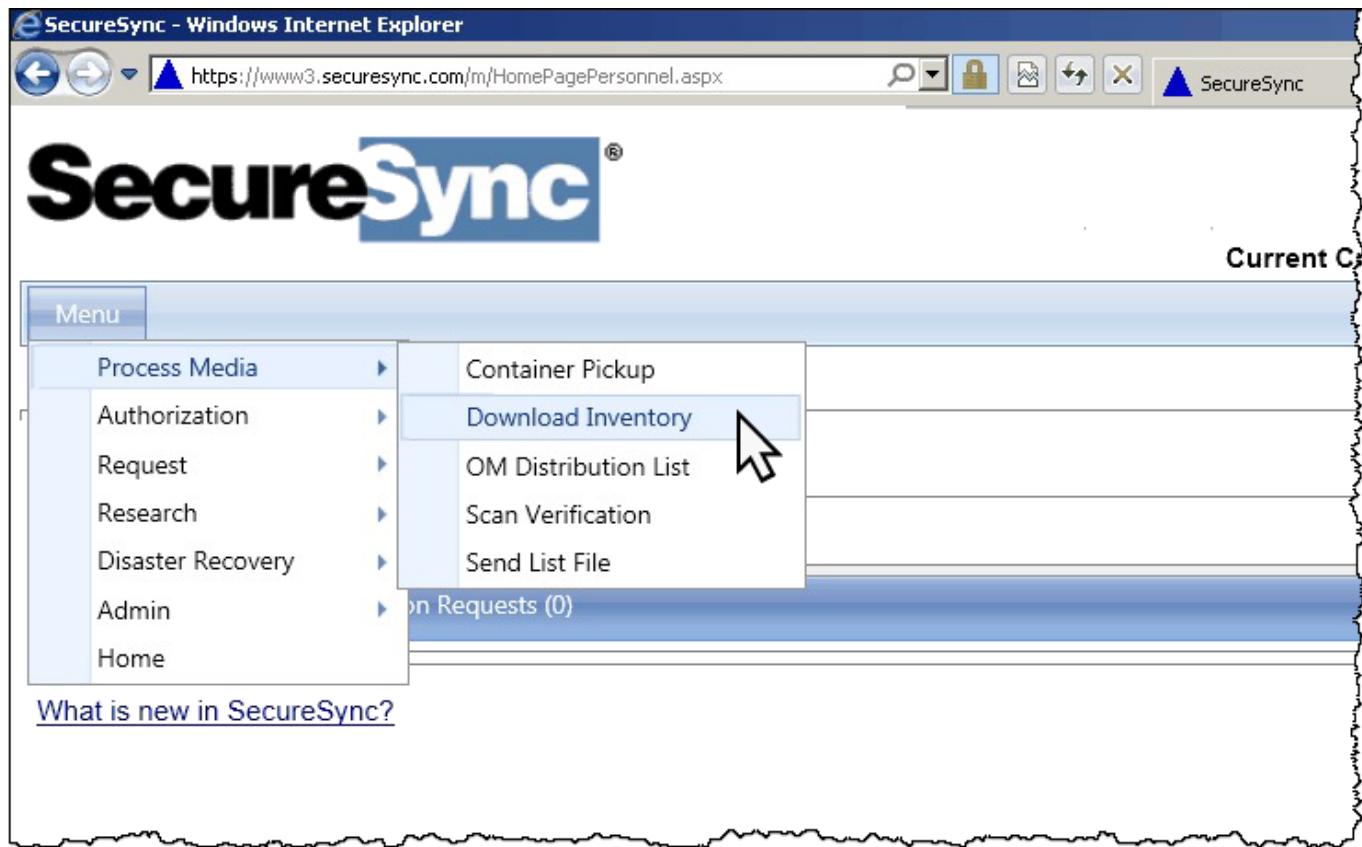
**Submit**

\* This is a required field.



From the homepage, select the Menu in the top left corner.

In the dropdown menu, choose Process Media → Download Media.



The screenshot shows a Windows Internet Explorer window for the SecureSync website. The URL in the address bar is <https://www3.securesync.com/m/HomePagePersonnel.aspx>. The page title is "SecureSync". A dropdown menu is open under the "Process Media" option in the main menu. The "Download Inventory" option is highlighted with a mouse cursor. The menu also includes "Container Pickup", "OM Distribution List", "Scan Verification", and "Send List File". The "Current C" label is visible in the top right corner of the page content area.

Select the type of inventory data you need: Open Media.

Ensure the file format is set to CSV.

SecureSync - Windows Internet Explorer  
https://www3.securesync.com/DOWNLOADINVENTORY.ASPX

# SecureSync®

Customer:

Menu

Enter file criteria and click 'Download'.

The download may take several minutes, depending on the size of the file.

Inventory Data:

File Format:

Include Media In Transit and Not at Iron Mountain:

Include Column Headers:

**Download**

Click Download to start the download process. Depending on the size of your inventory, this may take a few minutes

From:  
<https://rtfm.tapetrack.com/> - TapeTrack Documentation



Permanent link:  
<https://rtfm.tapetrack.com/cookbook/ironmountain?rev=1725488154>

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