Asset Management Standards

Computer backup tapes were once considered a consumable, which could be ordered,interchangeably used and thrown away with little to no special consideration. Today, however, as tapes have increased in storage capacity and reliability they can no longer be considered as a consumable, today, each tape volume is very much an individual asset of the enterprise. This can be demonstrated by the fact that, while many enterprises lease almost all other critical technologies such as mainframes, software, servers and laptops, they continue to own their tapes.

Asset Management Standards

- Every tape must be added to the asset management system at the point that it is ordered.
- Every tape must have a unique volume serial number and that where possible that volume serial number is tied to the manufacturer's serial number or CM Chip.
- That where multiple tape ownership exists within the asset management system that the ownership of the tape is recorded.
- Every tape should have a single fixed visual label attached. This label should remain constant for the life of the tape and should be attached to the tape itself and never the tape case.
- That all stake holders in the tape management chain should know each tape as the same single volume serial number.
- Where possible the asset management system should be connected to all tape management systems within the enterprise.

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