

# The Digital Continuity Service

The National Archives' Digital Continuity Service is a flexible package of guidance, advice and support, risk assessment, technical tools and services, and DROID (a free file profiling tool). You can use it to help you to mitigate risks to digital continuity and manage your information.

## Service availability

The Digital Continuity Service is free to the public sector and available from [nationalarchives.gov.uk/digitalcontinuity](https://nationalarchives.gov.uk/digitalcontinuity).

## Guidance

High level: helps you to understand digital continuity, including key risks and opportunities, consequences and benefits, and a four-stage process for managing it.

'How to': covers a range of specific issues, for example on different file formats, carrying out a risk assessment and managing change. Role-specific guidance is also available.

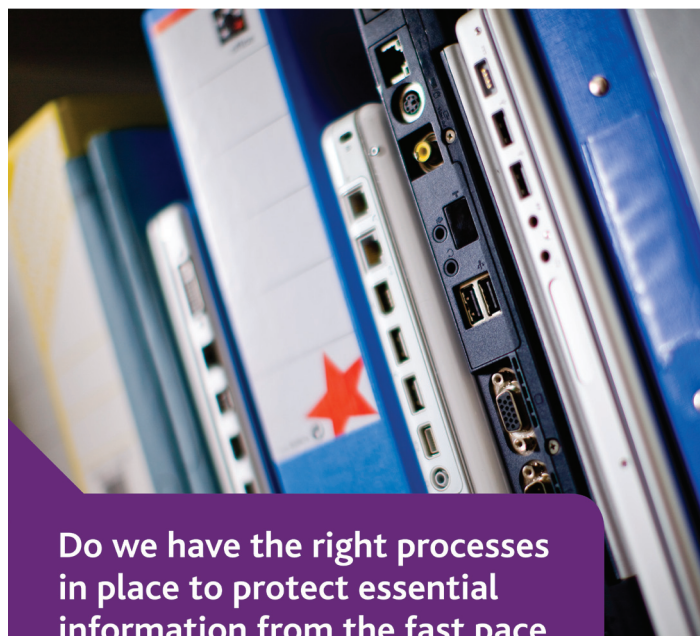
## Risk assessment

The service includes a risk assessment process that you can use to understand your organisation's specific digital continuity issues and risks. Central government departments can request a supported assessment from The National Archives. The wider public sector can use our self assessment tool.

## Commercial tools and services

Technical tools to manage digital continuity are available from our commercial framework. They include:

- information management services
- data storage consultancy
- data conversion and migration services
- eDiscovery solutions
- data quality solutions
- digital archiving solutions.



Do we have the right processes in place to protect essential information from the fast pace of technological change?

digital information **matters**

## DROID: a free file profiling tool

Our service also includes a free file profiling tool called DROID. It will tell you what files you've got, their format, size and last modified date. You can use this information to make informed information management decisions, and plan the actions you'll need to take to manage digital continuity.

## Training

We can provide training on digital continuity to central government departments on request. Training will be made available to the wider public sector throughout the year – visit our website to check availability and register your interest.

The Digital Continuity Service is flexible. You can tailor your use of it to meet your specific needs.

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