

Kodak

# Quality Assurance Laboratory Services



Protect your  
image  
quality.



## KODAK INFOGUARD Monitoring Program Writer Test:

- Ensures predictable output and offers a method of tracking production.
- Provides data for efficient problem resolution assistance.

Maintain a quality image with added protection from Kodak. Whether you're starting with paper or electronic outputs, **KODAK Microfilm** is one of the best storage solutions you can buy. Properly exposed and processed, it provides a 500-year minimum life expectancy.\* And, after all, the reason you capture document images on film in the first place is for compact, low-cost safekeeping that's unaffected by changes in technology. So make sure you maintain long-term, reliable access to your images by trusting your film to us.

Participating labs are required to comply with all of our comprehensive quality assurance programs. Which means the processing steps—and your images—are closely monitored by the experts at Kodak's Quality Assurance Laboratory. This helps guard against process variations so you can get the full value of your film images. Just like Kodak's no-cost\*\* Microfilm Disaster Recovery Program, it's a good reason to place your trust in KODAK Microfilm.

## IT'S FUNDAMENTAL AND IT'S FREE.

Not only does Kodak help monitor the quality, there's no extra charge for this extra service—just extra assurance for you. On the back of this sheet, you'll find more details about the program and the tests monitored and performed by the Quality Assurance Laboratory.

**Don't take chances with your irreplaceable document images. Insist on KODAK Microfilm and high-quality processing.**

\* When processed and stored under specified conditions.  
\*\* Water-soaked microfilm is washed, dried, and returned at no cost to you when you use KODAK Microfilm. In addition, if you suffer a loss of source documents while in transit between the microfilming location and their subsequent destination (such as a lost or stolen transit letter), Kodak will produce reduced-size electrostatic prints in roll form without charge. Please ask for full details and restrictions.



**QUALITY IS NO ACCIDENT WHEN YOUR LAB HAS KODAK'S QUALITY ASSURANCE PROGRAM BEHIND IT.**

Put the power of Kodak's Quality Assurance Laboratory to work for you. Our processing standards, consistently used by participating labs, will help eliminate problems today and for years to come. That means you can rely on long-term access to all of the information you store on KODAK Microfilm.

**EXPERTISE ON CALL:  
1-800-94FILM1.**

That's the number that connects you and participating labs to the Quality Assurance Laboratory. You'd be hard pressed to find anybody who knows more about microfilm processing than the experts at the Lab. That's because we're used to working with all sorts of microfilm applications. And our experience allows us to determine the cause of almost any problem and recommend a solution quickly.

**YOUR LAB PASSES THE TESTS.**

As part of Kodak's quality assurance programs, participating labs receive a binder of instructions and forms, plus a supply of materials used to perform testing. Some procedures are conducted daily. Additional tests are done monthly. Samples and test data are then sent to the Quality Assurance Laboratory for evaluation to help participating labs maintain stringent quality.

Each month, participating labs review a report and helpful feedback from the Quality Assurance Laboratory. Our technicians will flag equipment problems and process deviations for immediate attention. We also build a database of information about your lab's processes. We make this documentation available to your lab to help them maintain written processing records.

**CHECK, CHECK, AND RECHECK.**

Microfilm and processing are subjected to a full battery of tests as part of the quality assurance program. These tests include:

- **Process Monitoring Test**—runs a control strip of film to track processing conditions, ensuring clean and consistent images for optimum readability on monitors and reader screens.
- **KODAK INFOGUARD Monitoring Program Writer Test**—monitors established Document Archive Writer or i9600 Series Writers output by providing a method of tracking production output, as well as data for efficient problem resolution assistance.
- **Methylene Blue Analysis**—helps assure your microfilm's maximum life expectancy by checking for residual thiosulfate, which could indicate improper solution mixing or inadequate washing of film.
- **Fixer Analysis**—checks effluent to help keep silver contaminants from entering the environment. Documentation provided helps demonstrate compliance with government regulations.
- **Scratch Test**—monitors microfilm for surface damage caused by a faulty camera or processor to ensure consistent, high-quality images.
- **Print Film Test**—assures duplication by scrutinizing duplicate film images for slippage, image quality, exposure, resolution, and physical qualities.



Look for these marks at participating labs that use Kodak products and services.

**CONTACT INFORMATION**

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