

# MEMO


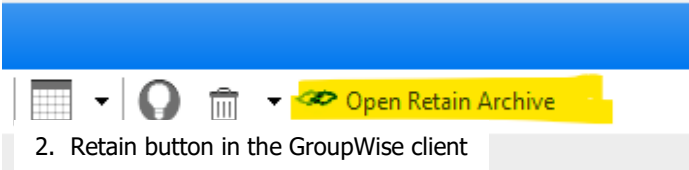
To: TBRHSC/SJCG Email Users  
From: Informatics  
Date: February 2023  
RE: NetGovern Email Archive Search Retirement

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Please be advised the NetGovern Search software, which is our predecessor software for archiving email, will be retired as of **October 2023**. At this time, the archive requirements will be fully met in our current archiving software, **Retain Email Archive**.

Any archived email items that are required from the NetGovern Search software should be saved to a network drive. To review how to save items from the software, please review Knowledge Base article "How to Save items from NetGovern Search" within the Help Desk-Self Service software.

As a reminder, users can access their current Retain Email Archive by clicking on the icon in their Application launcher, or directly through their GroupWise client.

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Retain Email...
-   
Retain button in the GroupWise client

Please contact our Help Desk at 684-6411 or help.desk@tbh.net for any questions or concerns.