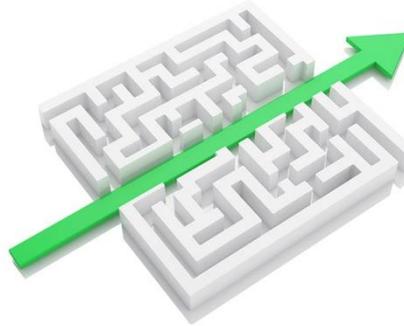


Litigation Readiness

Preparation to save both time & money



Whether you are seeking to

- understand data retention and destruction policies and adoption rates
- create and implement legal hold policies
- assess where and how potentially relevant information is stored
- determine how to effectively preserve, collect, and produce sensitive company data

our team can guide you step by step.

As the volume of stored data continues to expand, litigation readiness is more critical than ever to help manage scope, costs, and risks of litigation

- Due to the explosive growth of digital data, management of electronically stored information (ESI) has never been more significant
- Litigation preparedness includes having a plan in place to identify, preserve, collect, process, and ultimately review and produce responsive data and information
- Creating and implementing standard operating procedures saves time and money, and minimizes business risk and interruption

We routinely partner with clients to develop policies relating to litigation preparedness and to implement standard operating procedures and good practices that define the process by which a company identifies, preserves, and collects ESI.

A partnership to develop plans that fit your company's needs and culture

- Talented team of experienced e-discovery attorneys with litigation backgrounds
- Information governance and records management veterans who provide implementation strategies

Related Capabilities

Cybersecurity & Data Breach Response

Data Collection, Processing & Production

E-Discovery & Review Counsel – Investigations

E-Discovery & Review Counsel – Litigation

Enterprise Data & Mobile Device

Enterprise E-Discovery Counsel

Hosting & Migration

Predictive Coding & Analytics

Records & Information Governance

Review

Second Requests

Strategic Advocacy

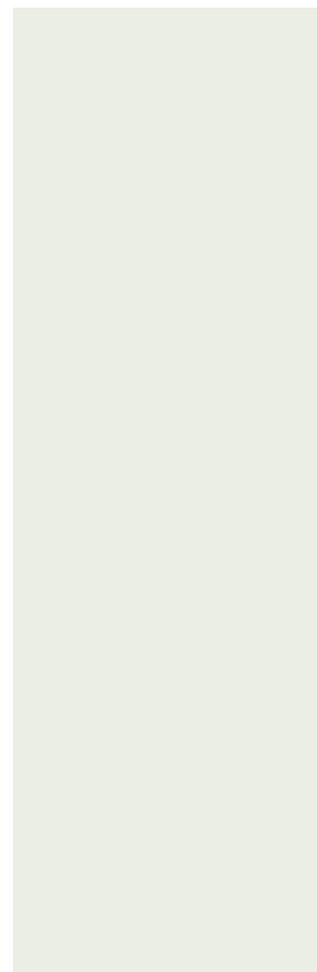
- System engineers who understand business software applications and data mapping
- Partner-level attorneys with vendor management experience

Our clients span industry sectors

- Fortune 50 companies
- Privately held companies and small family-owned corporations
- Businesses with global operations
- Heavily regulated companies

Working with clients, we help develop and advise on litigation readiness measures designed to

- Design and help implement litigation hold policies
- Provide advice on policies and procedures affecting how data is managed, including records and email retention policies, records schedules, exiting employees, and electronic communications
- Provide counsel regarding defensible disposal of data no longer needed for business or litigation needs
- Help facilitate communication across different legal, IT, information security, and business units within the enterprise
- Ease collection burdens and efficiently identify potentially relevant ESI
- Comply with and manage preservation obligations and legal holds



Why Nelson Mullins Encompass?

- Partner-level attorneys with practical business mindsets
- Veteran team with experience implementing policies and procedures relating to data management and legal holds and litigating issues related to scope of preservation in courts
- Technologists with agency enforcement backgrounds who handle collection of a variety of data sources
- A multi-disciplinary team that considers the legal and business needs of the company to help you create repeatable processes

Experience

Following is a selected sampling of matters and is provided for informational purposes only. Past success does not indicate the likelihood of success in any future matter.

- **Counsel to Fortune 500 energy company assessing current litigation readiness and plan for future regulatory inquires.** We documented current policies and adoption rates, created transparency and communication channels across the enterprise to facilitate compliance with preservation and retention policies, and helped to implement collection best practices.
- **Discovery and review counsel to a global pharmaceutical company.** We routinely advise on preservation and discovery related issues, including creation of practices related to preservations and identification of relevant data sources to help drive consistency across cases.
- **Defensible disposal counsel to Fortune 100 corporation.** Provide counsel on defensible disposal efforts to advice on legal and business considerations that enable tens of thousands of backup tapes that no longer needed to be retained to appropriately disposed of.