



Governance and e-discovery solutions

- Mitigate risk and reduce costs with a solution that delivers accurate and complete results in response to multiple, simultaneous litigation requests.
- Streamline workflow processes, improve staff productivity, preserve information, and make it available and accessible.
- Enable C-level executives to focus on core business activities instead of distracting compliance audits, lawsuits, and e-discovery requests.

Today, regulatory compliance, corporate governance and policies, and legal discovery requests are significant issues that everyone—from the IT department to C-level executives—has to deal with. General Counsels and legal teams, vice presidents of risk, compliance officers, and records management departments are all involved in compliance. While their goals are similar, their individual needs and requirements in meeting them can greatly differ.

In order to deploy an effective governance and e-discovery solution, the needs of these groups should be aligned within the framework of their common goals, creating an overarching strategy that enables the enterprise to search and access information quickly. This not only reduces the costs and risks of e-discovery, but increases business efficiencies through effective information management across the entire organization.

The need for such a solution increases daily. The number of regulations businesses must comply with, already in the thousands five years ago, have doubled today. Changes to the Federal Rules of Civil Procedure (FRCP) and the high costs of litigation in general are driving the need for businesses to preserve and access stored information quickly, including the more than 3,500,000 TB of email messages sent and received every year.

Add other digital media, and the accumulation of data in most companies doubles every 18 months. According to a Fulbright & Jaworski 2006 Litigation Trends Survey, large companies average a lawsuit a week, and the average cost of defending a lawsuit is \$1.5 million with 30 percent of costs being IT related. Nearly two thirds of companies with more than one billion in annual sales have a lawsuit in excess of \$20 million in litigation, and on average, they spend \$35 million a year on legal expenses.

In light of this extreme financial risk, it is imperative that businesses invest in an integrated information management solution that addresses the specific requirements of compliance and e-discovery.

HP governance and e-discovery solutions

HP Software provides a comprehensive portfolio of solutions that enable businesses to create, deliver, manage, and retain important documents and communications and leverage them across the enterprise to improve business outcomes.

Mitigating risks and reducing costs by complying with corporate policies and regulatory mandates and making timely responses to e-discovery requests.

Document and records management

New regulatory demands have turned electronic records management from a back-office task into an integral part of almost all of your business processes. HP TRIM document and records management system helps IT organizations and records management departments rise to the challenge. It makes it possible to rapidly identify electronic business records among general business communications, collect those records in a highly scalable, high-performance business classification, make them available to your users' desktop environment, and preserve them over the long term for use in legal discovery or compliance activities. HP TRIM manages documents and records from all sources and in all formats, including Microsoft® SharePoint. This allows your organization to deploy SharePoint as your dynamic environment for project-based collaboration, and at the same time rely on the solid records management rules in HP TRIM to manage all your information as unified records.

Compliance archiving

Based on the HP Integrated Archive Platform (HP IAP), our compliance archiving solution combines world-class HP server and grid storage technology and native content indexing, search, and retention management software into a single, factory-assembled rack system that sets the standard for archiving

scalability, flexibility, and performance. The next-generation architecture of HP Integrated Archive Platform intelligently distributes hundreds of terabytes of content and billions of objects across a grid to deliver linear store, search, and retrieval performance, no matter how big your archives become. Additional capacity and performance can be added quickly and easily. The platform works with HP Email Archiving software, HP File Archiving software, HP TRIM software, HP Output Server, and a wide range of third-party application software to facilitate secure, long-term retention of enterprise information and content in a consolidated central archive.

Content analytics

Our solution for legal analytics gives corporations and their law firms and service providers the power to streamline the processing, analysis, cull-down, and review phases of e-discovery for a single case or for hundreds of cases. With the industry's first enterprise-class e-discovery management platform, we help businesses manage all of their legal, regulatory, and investigative matters simultaneously with a single application. Using our solution, legal, compliance, information security, forensics, and IT teams can accelerate early case assessments, lower processing costs, reduce review workload, and gain control of e-discovery.

The HP approach

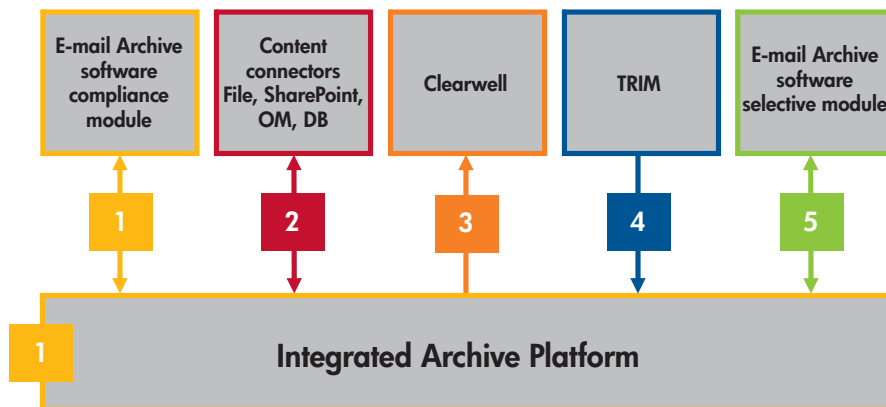
HP governance and e-discovery solutions enable a four-step approach to managing information that aligns with the Electronic Discovery Reference Model (EDRM).

The steps are:

Capture

Allow your users to capture information interactively from the desktop, while at the same time, provide extended compliance through rules-based, server-side archiving. By consolidating e-mail, file, document, metadata, SharePoint, print-stream, document-capture, and database information into a secure, highly scalable, centralized repository, you can automatically apply information management policies and prepare information for use and discovery. Partner ecosystems and vertical solutions make it possible to secure additional data.

- 1 Establish the foundation for governance, e-discovery, and compliance**
Automatically capture and preserve in real-time all e-mail for an individual, group of individuals or at the enterprise on a centralized, scalable, searchable archiving platform.
- 2 Leverage foundation to consolidate and centralize information silos**
Extend content archiving capabilities with additional applications connectors for files, SharePoints, print stream, document capture and databases content across the enterprise.
- 3 Enhance discovery capabilities with best-of-breed legal analytics**
Take discovery to the next level by analyzing relevant information more quickly to reduce time and cost and to further mitigate risk.
- 4 Establish a unified electronic documents and records management solution**
Streamline the workflow process for business critical documents to reduce costs and ensure chain of custody and compliance.
- 5 Simplify e-mail management and create the “infinite mailbox”**
Archive e-mail automatically through policy-based rules to reduce primary storage, increase performance, and boost end-user productivity.



Note: These evolution paths are not necessarily sequential. This depends upon the customers’ existing tools and major pain points.

Classify

Classifying information is an important step in supporting governance and e-discovery. How data should be handled depends on how important it is to the business. By distinguishing business-critical and mission-critical information from more general business information, you can implement a tiered usage, archiving, and recovery strategy that matches levels of protection and speed of access to business requirements. Classification also simplifies workflows for quick access, retention management, and discovery.

Preserve

To make sure all content within the enterprise is retained, tamper-resistant, and can be accessed only by authorized personnel, our solution helps you preserve relevant information with legal holds or quarantine. It also provides authorized data destruction to reduce legal exposure and rising storage costs.

Discover and analyze

Speed and accuracy are the keys to effective discovery, and HP e-discovery solutions are aimed at helping you find and retrieve the most relevant results—over billions of objects—in seconds. They also give you the ability to perform multiple legal discoveries simultaneously. Our unique distributed index technology allows you to conduct parallel searches of hundreds of terabytes and

billions of objects using complex Boolean, fuzzy word, and proximity search principles. We also offer fast end-user access, proactive monitoring, and scalability. Then we enable you to deploy a single solution for managing legal and regulatory analysis, accelerating case assessments, reducing processing costs and workloads, and controlling e-discovery.

The sooner we start, the better the business outcome

HP governance and e-discovery solutions mitigate risk to your business and reduce the cost of managing your information. Our solutions help you comply with regulations and policies and respond quickly and accurately to legal discovery requests.

We’re ready to put our vast resources and expertise to work with you. Let’s start with a discussion of your business strategies, tactics, and goals. Contact your HP representative today. Or learn more about HP information optimization solutions at: www.hp.com/go/imsoftware and www.hp.com/services

To learn more, visit www.hp.com/go/imsoftware

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Technology for better business outcomes