

Iron Mountain Digital and Stratify Advanced Electronic Discovery



Increase Litigation Preparedness and Streamline eDiscovery for Litigation and Investigations

ARE YOU READY FOR eDISCOVERY?

If your company cannot respond in a timely and credible fashion to court-ordered discovery requests, or if your company cannot conduct early case assessment for regulatory or internal investigations, you could face major financial losses and negative publicity.

Yet even the most sophisticated organizations can become overwhelmed when asked to find, analyze and produce electronic information. Add to this the many disparate formats and systems in which data is stored, the need to protect against data spoliation and the requirement to place and manage litigation holds on relevant information, and eDiscovery becomes an expensive, complex and daunting challenge.

IRON MOUNTAIN DIGITAL AND STRATIFY MEET THE CHALLENGE

Iron Mountain Digital is the technology arm of Iron Mountain Incorporated, and is the world's leading provider of Software and Storage as a Service solutions. Together with Stratify, one of the largest providers of electronic discovery services, we deliver an integrated records management and electronic discovery solution that can help corporations, law firms and government agencies resolve the uncertainty about electronic discovery. Iron Mountain Digital and Stratify can help you prepare for and respond effectively to eDiscovery demands:

- Simplify eDiscovery processes to maximize review rates and minimize time and costs
- Help firms respond effectively to the demands of the revised Federal Rules of Civil Procedure that now cover electronically-stored information (ESI)
- Provide a secure and defensible chain of custody for information

RELIABLE, EASY-TO-USE eDISCOVERY

The Stratify Legal Discovery™ service provides the most easy-to-use, reliable and scalable electronic discovery solution available. The Stratify Legal Discovery review

application uses familiar application interfaces to minimize training and maximize review rates. Stratify customers consistently report review rates of 300-500 documents/hour. Each matter is assigned a dedicated project manager, who works directly with the client to ensure that their data is available in the review and analysis application as soon as possible, and that productions, if required, are accurate and on-time.

ADVANCED eDISCOVERY CAPABILITIES

Iron Mountain Digital and Stratify provide a consolidated solution that streamlines discovery – of both paper-based and electronic information – making it more efficient, secure and cost-effective. The advanced capabilities of this solution include:

Information Collection. Over 90,000 organizations worldwide trust Iron Mountain to protect and store their information, whether it's stored in paper form, on backup tapes or in secure digital archives. Iron Mountain and Iron Mountain Digital deliver unmatched expertise and capability for managing, locating and retrieving your information, regardless of the medium, with secure, end-to-end Chain of Custody.

Restoration, Filtering and Native-File Processing. Information stored in the Iron Mountain Digital records management and data storage solutions can be retrieved and directly uploaded to the Stratify Legal Discovery service. All relationships between compound files, archives, emails and attachments are tracked and managed. Restored information can be filtered based on metadata values and text terms to narrow the document universe. The Stratify Legal Discovery service provides highly scalable processing for over 390 native file formats, email data stores, as well as scanned paper documents.

Concept-based Review and Smart Issue Folders. The Stratify Legal Discovery service automatically organizes documents and emails into matter-specific Concept folders based on their content. Attorneys can use these

folders to identify important groupings of documents that they should examine, as well as less relevant data such as SPAM emails, etc. Attorneys can also define Smart Issue folders which automatically organize documents and emails based on metadata values that attorneys designate such as custodian, date range, etc, together with specific keywords or textual phrases for which they want the application to search.

Duplicate Detection. During processing the Stratify Legal Discovery service provides sophisticated duplicate detection for emails and electronic files. Exact duplicates are culled, content duplicates (files with the same content but changed metadata such as location) are identified, and either culled or retained based upon the requirements of the matter, and near-duplicates (document versions and variations) are automatically identified and grouped together. With direct access to these duplicates during review, attorneys can review much faster and with greater consistency.

Foreign Language Support. The Stratify Legal Discovery service provides in-depth language support for European languages as well as complex languages such as Chinese, Japanese and Korean. The application will automatically recognize and organize documents into language-specific folders. Attorneys can search in foreign languages regardless of the type of computer system that they are using. Since the application manages the foreign language native files attorneys can directly view, highlight and redact documents regardless of language.

Document Analytics. The Document Analytics module enables attorneys to identify, analyze and report on Microsoft Office documents with more than 30 types of hidden, embedded metadata, including comments, tracked changes, speaker notes and Fast-save data. Attorneys can search for documents containing embedded metadata as well as view reports regarding hidden metadata on a per document basis or for sets of documents.

Visual Email Analytics. The Stratify Visual Email Analytics™ module breaks new ground in eDiscovery by automatically analyzing complex email collections and visually representing relationships between senders, receivers and intermediary correspondents in intuitive, graphical Email Maps. Email Maps enable attorneys to easily explore and analyze the flow of email message units (an email message and all its attachments) in large-scale email collections. Email Maps provide a familiar, easy-to use interface to analyze messages between individuals based on email threads, concepts, tags, and date ranges to identify important message units.

Security. By bringing together a strong integrated security framework throughout the collection, transportation, transmission and storage of data, Iron Mountain and Stratify help you maintain a secure, auditable chain of custody from end-to-end, avoid inadvertent disclosures of privileged information, prevent alteration or production of metadata when processing data, guard against spoliation of evidence, and transfer knowledge about data and processes and from one matter to the next.

IRON MOUNTAIN DIGITAL: YOUR TRUSTED PARTNER

Iron Mountain Incorporated helps organizations around the world reduce the costs and risks associated with information protection and storage. For more than a half century, Iron Mountain has been the partner that thousands of companies trust to protect and store their information – all media, all formats, anywhere in the world.

The technology arm of Iron Mountain Incorporated, Iron Mountain Digital provides the only end-to-end solution for your legal discovery needs. Working with partners such as Stratify, this unified approach:

- Provides consistent, worldwide support
- Secures your information from cradle to grave, in all its forms
- Helps you prepare to meet current and future challenges
- Streamlines litigation readiness and support
- Simplifies the movement, processing and storage of information
- Consolidates customer support

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