



A Partner Solution for Cross Industry

Providing a Unified Matter and E-mail Management Solution for Enterprise Compliance

IBM **Information Management** software

Micro Strategies Inc. Corporate Solution for Legal Compliance

Partner Solution

■ **Target Industry**

*Compliance
Cross Industry*

■ **Business Application**

Litigation Support

■ **Products**

- IBM Content Manager*
- IBM FileNet Business Process Manager*
- IBM FileNet Content Manager*
- IBM InfoSphere Content Collector*
- IBM InfoSphere eDiscovery Analyzer*
- IBM InfoSphere eDiscovery Manager*
- IBM InfoSphere Enterprise Records*

Business Challenge

Corporate legal departments are under intense pressure to reduce costs and do more with less while keeping pace with an ever-widening scope of work. To comply with regulatory requirements, these groups must implement strict internal controls and meticulous record keeping. The explosion of content across e-mail and electronic files – coupled with paper records – has considerably raised the cost of discovery related to litigation. Due to this increased focus on corporate governance, there is an increased need to document all decisions and policies.

To address these requirements, corporate legal departments need a Matter information management system that stores all matter-related documents such as correspondence, case plans, litigation hold letters, contracts, policies, briefs and precedents, electronic documents and emails. Moreover, they need the right infrastructure in place to ensure compliance with regulatory requirements for preservation of Electronically Stored Information (ESI) and/or email.

Corporate IT departments also have a role to play. They must more effectively

and efficiently manage growing e-mail volumes by addressing current e-mail system operational issues. These issues include: rising storage costs, e-mail server performance degradation, lengthy backup and restore times, and costly and time-consuming search through volumes of historical backups to satisfy audit and litigation discovery orders.

Content, process, and e-mail management capabilities enable corporate legal departments to: manage litigation and discovery requests efficiently, maintain compliance, and optimize the value obtained from outside counsel.

Solution

Micro Strategies' Corporate Solution for Legal Compliance offers a scalable and fully-integrated platform that addresses key business requirements of corporate legal departments:

- Corporate legal support for matter information management
- Archiving of aged emails to facilitate e-mail server and operational performance
- E-mail archiving for business requirements and regulatory requirements



- Crawling network file systems to identify relevant ESI for ingestion into the matter file management system
- ESI/e-mail search and production to support regulatory and litigation requirements.



With the Micro Strategies solution, all functions (from corporate legal support to ESI/e-mail archiving to ESI/e-mail search, discovery and production) are seamlessly integrated. This enables corporate legal departments to efficiently manage the litigation process, respond to production orders for ESI and impose litigation holds and retention policies.

The Micro Strategies solution includes Altien Legal Document Manager for matter-centric document management, and Altien Legal Hold Process Manager for hold order creation and compliance monitoring. The solution is unique in that it is integrated with the IBM Enterprise Content Management (ECM) suite of products, enabling matter information management and e-mail archiving to be performed on an integrated platform and facilitating the discovery and collection of ESI/E-mail information for litigation and production requirements.

Value Proposition

Micro Strategies' Corporate Solution for Legal Compliance operates on the IBM ECM platform and provides immediate long and short-term value to the client. By addressing all aspects of the litigation process over the most comprehensive range of available content, the solution integrates the traditionally disparate and inefficient operations into a single, all encompassing process.

The solution's comprehensive Matter information management system allows information to be stored on all aspects related to a particular matter. This increases productivity and effectiveness of the corporate legal counsel's office. The consolidated Matter information management and ESI/e-mail archiving functionality enables corporate legal departments to provide comprehensive capabilities to support the full breadth of the litigation support process in the most cost-effective manner. The solution also delivers immediate value by mitigating the potentially costly court fines, imposed sanctions and expenses that result from the loss and consequent non production of information.

Company Description

Established in 1983, Micro Strategies Inc. has distinguished itself as one of the most innovative technology solution providers. As an industry leader, Micro Strategies is at the forefront of architecting and implementing quality technology solutions with a commitment to responsive, client-first service.

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