

# MANAGING LEGAL RISK IN YOUR HYBRID WORKPLACE

## PROACTIVELY PREPARE FOR AUDITS, INVESTIGATIONS & LITIGATION

When organizations are involved in audits, investigations, and litigation, they typically have to produce evidentiary records to prove their case. Failure to do so can result in substantial fines and a weaker defense.

Global Relay Archive can ensure your organization is litigation-ready by providing it with the tools to efficiently search for and place legal holds on relevant and responsive data. If it is involved in a lawsuit or elects to initiate one, your company can be confident its archived data is preserved in a format that meets evidentiary standards – allowing it to present its strongest case and protect its business and reputation.



### COMPREHENSIVE ARCHIVING

Capture and store over 100 data types – including email, social media, text, IM, and enterprise collaboration – in a secure, unified, and tamperproof cloud.



### SINGLE SOURCE OF TRUTH

Maintain a single source of truth for all your communications data, which indisputably establishes 'who said what, when, to whom.'



### AI/MACHINE LEARNING-ENABLED SEARCH

Conduct rapid, highly targeted eDiscovery searches, with AI/Machine Learning recognizing persistent user commands and recurring search patterns.



### LEGAL HOLD PLACEMENT

Enforce defensible legal holds on potentially responsive ESI to prevent its deletion – no IT assistance or third-party products required.



### EFFECTIVE CASE MANAGEMENT

Segregate, classify, share, and collaboratively review data relevant to audits, investigations, and litigation.



### UNALTERABLE AUDIT TRAIL

Document all actions performed on archived data (who searched and viewed it, set a retention term, etc.) in an unalterable audit trail.



### ON-DEMAND REPORTS

Generate a detailed description of a specific hold – or a general summary of messages on legal hold – subject to role-based access controls.



### EFFICIENT DATA PRODUCTION

Retrieve and produce evidentiary-quality copies of communications data (including original metadata) that can withstand court and regulatory scrutiny.

Find out how Global Relay Legal Hold can help your organization effectively preserve and manage ESI pertinent to ongoing or imminent litigation: [info@globalrelay.net](mailto:info@globalrelay.net)