8.1.62 London Legal Discovery

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Company Description

London Legal supports legal teams and corporate organisations throughout litigation and investigation processes from Paper services to eDiscovery. Working in partnership with clients, skilled technical and consultative teams bring years of experience based on three core values: collaboration with case teams through constant communication; integration by consultative advice and transparency on reporting projects.

Vendor Offerings

Headquartered in the City of London, our services include:

Forensic Data Collection - London Legal Computer Forensic consultants use industry leading tools and methodology to help organisations collect data as the foundation of an investigation or legal dispute. Using the appropriate collection strategy to capture documents and metadata ensures your review and analysis will be accurate with minimal disruption to an organisations business.

Data Processing – Enables document information from different file formats such as raw text and metadata to be extracted, organised and ingested into a single document review platform. Searching for relevant information becomes a simple task and facilitates the requirements case teams need to adhere to in Litigation or ensures admissible evidence is provided in an investigation. Following these steps through one seamless platform gains you access to your case data in a timely, organised fashion.

Relativity Data Hosting – Relativity is the industry recognised eDiscovery software platform acting as a single repository of data for your case. London Legal Relativity Certified Administrators (RCAs) support case teams of any size to review large quantities of electronic information regardless of their physical location. Case management becomes an efficient process and completely customisable to preferred workflows.

Early Case Assessment (ECA) - London Legal ECA helps you make informed decisions on unfamiliar data sets, assess key issues and ultimately build a strong review strategy. It bridges the gap between the duty to widely preserve potentially relevant data and the expectation to keep eDiscovery costs proportionate.

Technology Assisted Review (TAR) - Automates and organises your documents for review based on coding decisions made by your case team. By learning from human intervention, the software accelerates the review process minimising the time spent reviewing irrelevant documents. Case deadlines, document volumes and data types all impact the document review strategy, TAR is a technique you can apply to make the process more efficient.

Relativity Managed Services - London Legal provides client domain functionality through an isolated and secure environment for you to manage your Relativity data processing and eDiscovery review workflows. London Legal takes on the

responsibility of systems, technology innovation and resources to improve risk management, digitally transform operations and reduce expenditure.

Data Subject Access Requests (DSARs) - London Legal supports the full workflow to respond to DSARs with minimal timeframes and costs. Electronic data can be organised, processed, reviewed and redacted for confidentiality or third party PII quickly and efficiently, thus minimising the overall disruption to an organisation.

Unitisation/Coding - London Legal provides on-shore and off-shore logical unitisation and bibliographic coding services to assist clients with the processing and management of hard copy and unstructured data. During the logical unitisation process our team uses cues to determine pages that belong together as documents and captures document relationships, such as parent and child attachments.

Production - When you're done with review, Relativity gives you the tools necessary to meet your document production requirements. London Legal's digital print team uses specialist software and industry leading print equipment to provide high volume legal print services.

Scanning - London Legal's digital services team can scan any condition or size of documents producing them into multiple formats to suit your review needs. All documents and scans are monitored throughout the process from de-stapling and unbinding through to exact reconstruction. Thorough image checking ensures quality assurance before return to the client.

Digital Printing – London Legal Digital print teams produce high volume digital prints from electronic data of virtually any format. The process filters, orders, extracts and prints data from legal review tools, emails and attachments, native format documents, or from electronic media including CD/DVD, ftp sites and data sites. There is a range of add-on and finishing options including branding, bates numbering, printed slip sheets and binding.

Copying – London Legal's expert production team has years of experience in high volume photocopying. This ensures the highest quality reproduction, with careful handling of the original documents through deconstruction, copying and reconstruction or finishing as required.