



Unlike other legal hold technology, Rational Governance features both an integrated, full-featured notification tool, as well as preserve in-place functionality that allows an organization to centrally enforce holds on relevant data without relying on custodians, and ultimately, to collect that data into their litigation repository of choice.

> LEGAL HOLD NOTIFICATIONS

Rational Governance includes a built-in Legal Hold Notification module. With custodians identified for a matter, the RG Notification tool allows an RG user to issue email notifications to those custodians and monitor their compliance. Message templates ensure consistency and maximize efficiency in creating new notifications; however, messages can also be completely customized and include attachments so that the most appropriate message is delivered to each custodian. Surveys can also be included to solicit further information. RG automatically tracks acknowledgements, and can trigger reminders and escalations.



LDAP INTEGRATION



Integrate with the enterprise LDAP system, such as Active Directory or HR system, to notify groups of recipients and guarantee recipient accuracy.

AUDIT TRAIL



Generate out-of-the-box reports detailing when recipients have responded, including the survey responses, to show the defensibility of the hold process.

WORKFLOW MANAGEMENT



Quickly track overall hold progress and drill down to specific custodian responses from a central dashboard.

REMINDERS



Configure automated hold reminders that can ensure continued compliance or as a follow up for outstanding acknowledgements.

ACKNOWLEDGEMENTS



Automatically track acknowledgements of hold notices to establish accountability.

SURVEYS



Attach surveys to notifications to uncover new areas of focus.



**INCREASE
EFFICIENCY**



**REDUCE
RISK**



**PREVENT
SPOILIATION**



**AVOID
SANCTIONS**



**IMPROVE
DEFENSIBILITY**

> PRESERVATION

With Rational Governance installed across an organization's unstructured data stores, the text and metadata of content is made accessible for search and analysis. With no impact to the target systems, RG administrators can quickly identify data potentially relevant to a given matter through search criteria (including custodian, location, Boolean key word, metadata, etc.), as well as advanced analytics (including supervised machine learning and clustering). Once relevant data has been identified, RG builds upon traditional Legal Hold Notification technology by enabling an organization to immediately preserve those documents where they exist. Newly created documents that also meet the preservation criteria are automatically preserved in the same manner.

IN-PLACE



Preserve data in place, in conjunction with the issuance of legal hold notices and prior to collection.

COORDINATED



Preservation enforcement overrides all other retention policies so no potentially relevant documents are inadvertently destroyed.

ADJUSTABLE



Expand or release preservations based on the scope of the matter.

EVERGREEN



Automatically preserve newly created relevant documents.

> COLLECTION

Rational Governance allows for the collection of documents from any supported data source using criteria from the platform's Search and Preserve functionality. Collections can be a subset, exact match, or superset of documents previously preserved. The separation of Preservation and Collection is a powerful tool to ensure that all potentially relevant data is preserved, while simultaneously reducing the number of documents passed downstream to litigation review. Collected documents can be transferred from RG into most popular litigation repositories. This process not only saves significant review and processing time and costs, but also minimizes data security risk by reducing the number of documents transferred outside the organization's native security environment.