



ELM Solutions

Legal Holds Module for TyMetrix® 360°

Key Benefits

- Confidently implement a defensible and repeatable Legal Holds Process, with automated workflows and integrated reporting.
- Reduce time consuming, cumbersome, and costly manual processes.
- Gain visibility and transparency into your Legal Holds process for improved oversight and control.
- Reduce your organizational risk.

Simple, user-friendly intuitive module to create Legal Holds

Wolters Kluwer's ELM Solutions Legal Holds module is an intuitive, easy to use solution that allows organizations to help ensure that potential evidence can be preserved when litigation is anticipated. The module offers an easy-to-use workflow for automating the assignment, notification, and administration of custodian acknowledgements that minimizes risk and maximizes defensibility.

This module delivers a comprehensive, automated legal hold solution that automates the assignment, notification, and administration of custodian acknowledgements through an easy-to-use, intuitive application that seamlessly integrates with your TyMetrix® 360° platform for matter management and e-billing.

Drive operational efficiencies and execution speed to issue, release, and track legal holds in your organization

- Execute legal holds with greater speed and efficiency.
- Create a well-constructed, repeatable, and systematic process that is quick and easy for your staff to use.
- Automated custodian reminders, with custodians copied on escalation emails sent to supervisors, help ensure prompt acknowledgements.

Track key performance metrics with reporting that gives you visibility and transparency into your legal holds process

- Automatically track custodian and proxy acknowledgements and reminders, and any changes in custodian status, to ensure compliance.
- Automatically send an update notification to all members of a notification group when any modifications - such as the addition or deletion of documents, status changes, or custodian additions/releases - are made to a legal hold.
- Establish defensible proof with built in reporting capabilities.

Unify disparate processes with an intuitive, easy to use, solution that integrates seamlessly with your Enterprise Legal Management system

- Offers a simple, intuitive, user experience that is familiar with your existing applications.
- Issue Confidential Legal Holds when required, to ensure that data is preserved without the custodians being notified.
- Securely integrates with external third-party systems.

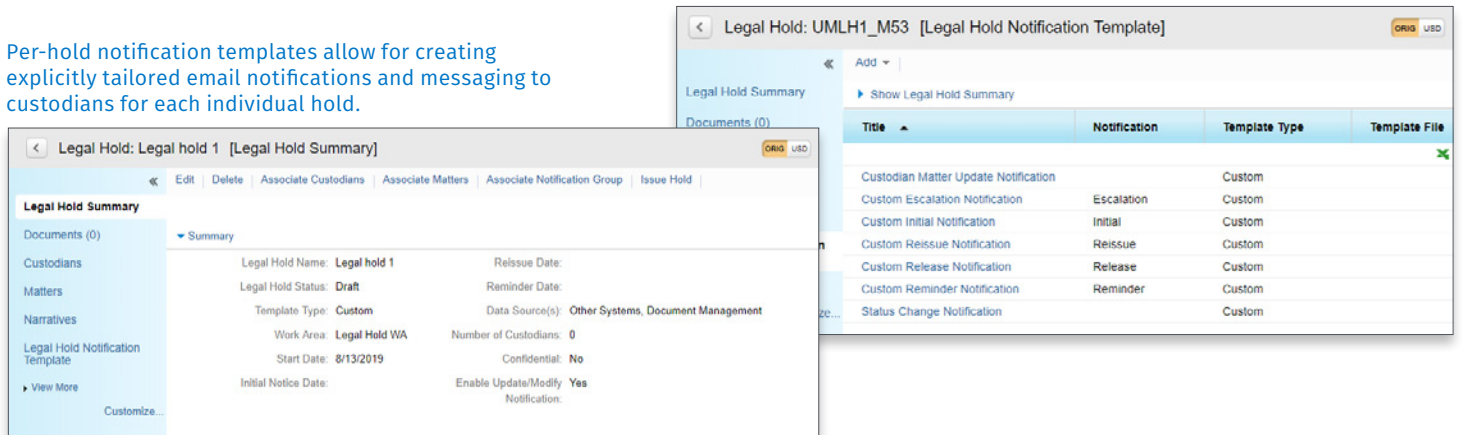
Legal Holds Module for TyMetrix® 360°

Seamless integration with your TyMetrix® 360° Enterprise Legal Management system, enables users to easily view and access any Legal Holds that may have been associated with a matter.



Identify a 'proxy' user who is authorized to review and acknowledge legal hold notifications on behalf of the custodian.

Per-hold notification templates allow for creating explicitly tailored email notifications and messaging to custodians for each individual hold.



Key Features

- Utilize pre-built/custom notification templates, interview questions, and reminder questions.
- Allow a proxy user to review and acknowledge a legal hold on behalf of a custodian.
- Issue confidential holds, ensuring data is preserved without the custodian being alerted.
- Automate reminders for non-responders to custodian acknowledgements.
- Stores all notices and custodian data securely, creating a defensible audit trail of the steps taken in response to a legal hold.
- Integrates seamlessly with TyMetrix® 360° for matter and spend management.

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