



ReduceMail Pro e-Discovery for Lotus Notes Mail: The Lawyer's New Best Friend

E-Discovery can be a nightmare. Many organizations have not implemented an email retention policy or email archiving, creating by default a large, messy email datastore. As a result, locating and producing responsive email documents is often arduous and expensive. Even conducting early case assessment to determine whether the case has merit, designed to save money, can end up being costly. Of course, the potential to miss key documents and subject counsel and the organization itself to sanctions and other penalties keeps many lawyers awake at night.

ReduceMail Pro e-Discovery can help you conquer these challenges. This user-friendly email search and retrieval tool can enable your organization to collect and perform keyword searches on relevant email documents using ordinary hardware and in-house staff resources. Results are detailed in a report which can be submitted to the court as part of the legally defensible audit trail and can be exported to outside counsel for further review. Because of its use of inexpensive in-house resources, ReduceMail Pro e-Discovery is true early case assessment anytime.

Legal Hold & Collection

Once you and your colleagues have been notified of the potential for litigation in a particular matter, ReduceMail Pro e-Discovery allows you to act on this or another triggering event. Our product can be quickly deployed to hold the email of particular custodians. This prevents deletion of the email by the actors in question and notifies the IT department of the legal hold, suspending any deletion from the IT side.

After legal hold is placed, ReduceMail Pro e-Discovery allows you to collect the email of the custodians by copying the mail, including the metadata, onto a thumb drive or separate desktop. This allows you to take physical custody of email, reducing the risk of spoliation.

Keyword Searching & Reporting

Once the relevant documents have been collected, a full-text index is added to the new datastore, allowing for keyword searches to be performed. As the search is performed, the relevant documents are copied with the metadata into a separate database for further review. A results report will detail the keywords searched and other information, to document the search as well as suggest further avenues of inquiry.

Outside Archiving Issues

One element of the e-discovery nightmare is the existence of documents outside of the enterprise. All too often, employees have archived mail outside of the office, raising all kinds of difficult legal issues. ReduceMail Pro e-Discovery can alert counsel to the likely presence of these outside archives, before they are discovered by opposing counsel or the court, allowing you to be proactive in securing this data.

Defensible Audit Trail

Paramount in any litigator's mind is the need to demonstrate both internally and to the court and opposing counsel the details surrounding the methodology of the search, to be sure all relevant data has been retrieved. Our product generates the necessary reporting to demonstrate the viability of the search and to support the results.

The ReduceMail Pro Suite of Products for Lotus Notes Mail

ReduceMail Pro has many email management tools that can make email management easier, preventing future difficulties in e-discovery and other mail management challenges. Our signature archive product allows organizations to be proactive in managing mail, to enable even faster location of relevant documents, as well as cost savings in storage and regular mail retrieval. Our other products assist in locating, auditing, and deleting mail to optimize mail server performance and data retention.