

THE VALUE OF AN eDISCOVERY ISLAND

Just as top secret documents don't belong in the basement of a beach house, there are some records too sensitive to be held in a cloud. In these cases, a locally installed solution or island can solve the security needs of highly sensitive data.

RFP AND RFI CONSIDERATIONS

Consider these elements that may be included in a request for proposal (RFP), request for information (RFI) or project outline that all point to the benefits of an eDiscovery Island:

- **SECURITY:** Must integrate with a client's Microsoft Active Directory and Active Directory Groups
- **POLICIES:** If all security and access policies must apply to the review system including corporate Password requirements and maintenance policies
- **INTEGRATION:** Needs to integrate via API with in-house systems for interplay with 3rd party content
- **HARDWARE REQUIREMENTS:** Requires direct access to hardware such that specifications and maintenance continue/are adhered to as per current policy
- **OPERATING SYSTEM REQUIREMENTS:** Management of OS (operating system), virus scanning, and backups must adhere to current policy
- **MULTI-FACTOR AUTHENTICATION:** Requires use of MFA (multi-factor authentication), VPN or other additional security requirements
- **COUNTRY JURISDICTION:** Jurisdiction of hosted data must be known and controlled, including backups
- **CONFIDENTIALITY:** Restricted by data content, privacy, confidentiality, intellectual property or client preference
- **CONSISTENCY:** Client may already be using a cloud system and may want to minimize training by deploying the same system in-house
- **DATA/DOCUMENT MANAGEMENT:** Data loading must be done locally (not via shipping or upload)
- **VOLUME/LONGEVITY:** An individual project or multiple projects may make it cost effective to run a system in-house
- **IMPORT/EXPORT:** Full control of data chain of custody for both import and export of data

Make sure to ask all the right questions of your provider as many e-discovery companies do NOT offer the option for clients to operate their software on an island. These 'cloud only' providers have a solid offering, however, make sure to ask questions and look for alternative platform if a project requires specialized handling, infrastructure or geographic location.

Further, if an island deployment is selected, it's important to check with your provider to ensure that the 'island' version of the software contains the same feature set as the 'cloud' version and that future support of the island system is part of the long term company support strategy.

