

# Case Review App

Streamline first-pass review for email to improve e-discovery effectiveness and reduce costs

**The Mimecast Case Review App reduces the burden of responding to legal, regulatory, and other investigations. It provides effective Early Case Assessment (ECA) search tools to better collect, identify, review, cull, and preserve relevant emails and attachments that need to be exported for detailed review**

Mimecast Cloud Archive, named a leader in the 2016 Gartner Magic Quadrant for Enterprise Information Archiving (EIA), includes the Case Review App, a tool for simplifying first-pass reviews for email. The Case Review App, which e-discovery administrators can access from either the Mimecast Administrative Console or from the Mimecast web site, provides a set of tools for selecting relevant subsets of archive data for conducting e-discovery, compliance, and other investigative searches, and for sharing them quickly and securely with reviewers involved in the case. The Case Review App offers reviewers an intuitive workspace for marking messages for relevance, privilege, and other criteria.

## Hidden costs of first-pass reviews

While email first-pass review is just one of many components of ECA, it is vital. A single case may involve vast numbers of messages, and searching and qualifying this semi-structured data poses unique challenges. Tight deadlines and competing priorities often lead administrators to cast a wide net in their first-pass reviews, using a bare minimum of key words and other criteria. The massive files that result from this usually contain a great deal of redundant, obsolete, or trivial (“ROT”) data.

In-house teams then export these “dirty” email files to outside counsel or e-discovery service providers for further vetting and categorization, the fees for which can exceed \$300 per hour. This puts organizations in the ironic position of paying premium rates to perform relatively menial cleanup work.

## KEY BENEFITS:

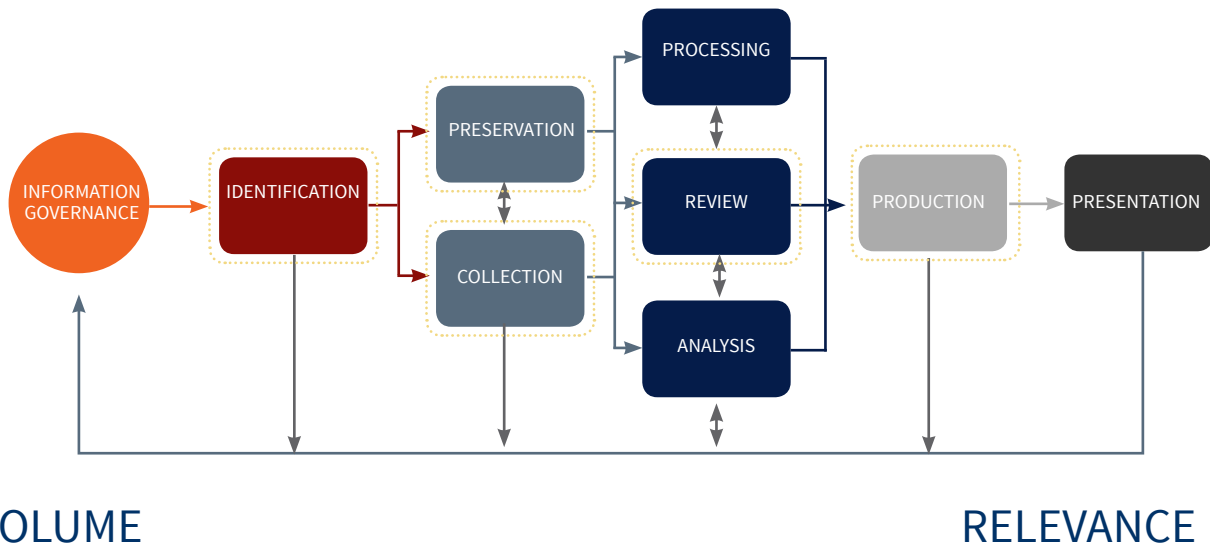
- Fast, accurate first-pass review for email in response to audits, investigations and legal claims
- Simplified workflows for the Identification, Preservation, Collection, Review, and Production stages of the Electronic Discovery Reference Model (EDRM) for IT, Legal, and Compliance professionals
- Reduced legal costs through more effective in-house email review
- Streamlined ECA workflows to reduce the risk of human error
- Efficient collaboration among legal and compliance teams through cloud-based access to the review platform

## Robust message review

The Mimecast Case Review App simplifies the first-pass review process, reduces the volume of email files to be exported, and reduces cost, through:

- Message deduplication
- Granular filtering of data via full content and metadata search, including attachments
- Message tagging for flexible categorization, grouping and identification
- Direct, secure, cloud-enabled access to outside counsel and other external reviewers
- Streamlined review across multiple saved searches, each with its own access permissions

Mimecast Archiving simplifies the Identification, Preservation, Collection, Review, and Production stages of the EDRM.



(Graphic adapted from the EDRM Model, <http://EDRM.net/frameworks-and-standards/>.)

### Streamlined GDPR management

The European Union General Data Protection Regulation 2016/679 (GDPR) poses new burdens and risks for organizations that collect, maintain or process personal data of EU residents. Email servers and archives are inherent repositories of personal data. Among other provisions, the GDPR requires organizations – quickly and without compensation – to respond to GDPR Subject Access Requests (SAR), to disclose how their data is used, and to purge this data upon request.

The robust filtering, tagging, and annotation features of the Case Review App, coupled with the fast search and e-discovery performance of Mimecast Cloud Archive, help compliance professionals simplify management of these GDPR requests.

Mimecast (NASDAQ: MIME) makes business email and data safer for thousands of customers with millions of employees worldwide. Founded in 2003, the company's next-generation cloud-based security, archiving and continuity services protect email and deliver comprehensive email risk management



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