

# Do you *really* know where your data lives?

Today's organizations and their data are under intense scrutiny. Government regulators and courts expect organizations and shareholders to manage, protect and track their data for many years. Organizations that lack well-defined information governance and security policies risk substantial costs, regulatory fines and court sanctions.

Do you have:

- A current information governance policy?
- Established procedures for legal holds?
- A data destruction policy?
- Data back-up procedures?
- Security measures to protect data?

## Evolver can help you manage and protect your most valued asset - information.

- ✓ Comply with regulatory, legal, risk and operational requirements
- ✓ Implement record retention policies and legal holds
- ✓ Maintain and preserve necessary information while properly disposing of non-critical data
- ✓ Integrate data management and security policies and procedures throughout your organization
- ✓ Better secure your and your clients' data

We understand that our clients require multi-dimensional solutions when it comes to navigating the management and security of electronically stored information (ESI). Our Information Governance and Cybersecurity teams assist clients with the identification, design and implementation of Information Governance programs that support the management of ESI, both for business purposes and in the context of complex litigation and discovery.



## SERVICES

We approach ESI and Information Governance issues comprehensively, to address business, compliance, security and litigation considerations. Our variety of services include:

### Assessments and Audits

Conduct a comprehensive data map; thorough review of all record and litigation hold policies and offer advice on changes to improve efficiency, compliance, data security and litigation-readiness. We advise on how to manage and secure your electronic data more efficiently and offer cost-effective data management tools and technologies.

### Record Retention Policies

Ensure your document retention policies are in compliance with all federal, state and regulatory requirements. This includes an assessment of your onboarding/offboarding practices and recommendations for process improvement.

### Privacy Review

Review and implement privacy and security practices and policies to achieve privacy compliance in your business activities.

### Litigation Hold Analysis

Advise on improvements you can make to your litigation hold procedures to increase their effectiveness, reduce time and costs burdens.

### Training Programs

Develop programs to train your organization personnel on best information governance and security practices and how to comply with internal investigations and legal hold requirements.

### Data Security Services

Provide security services for better risk management, compliance and breach/incident response. We conduct data security risk assessments and penetration testing, and provide compliant data security and data breach/incident response plans and procedures.