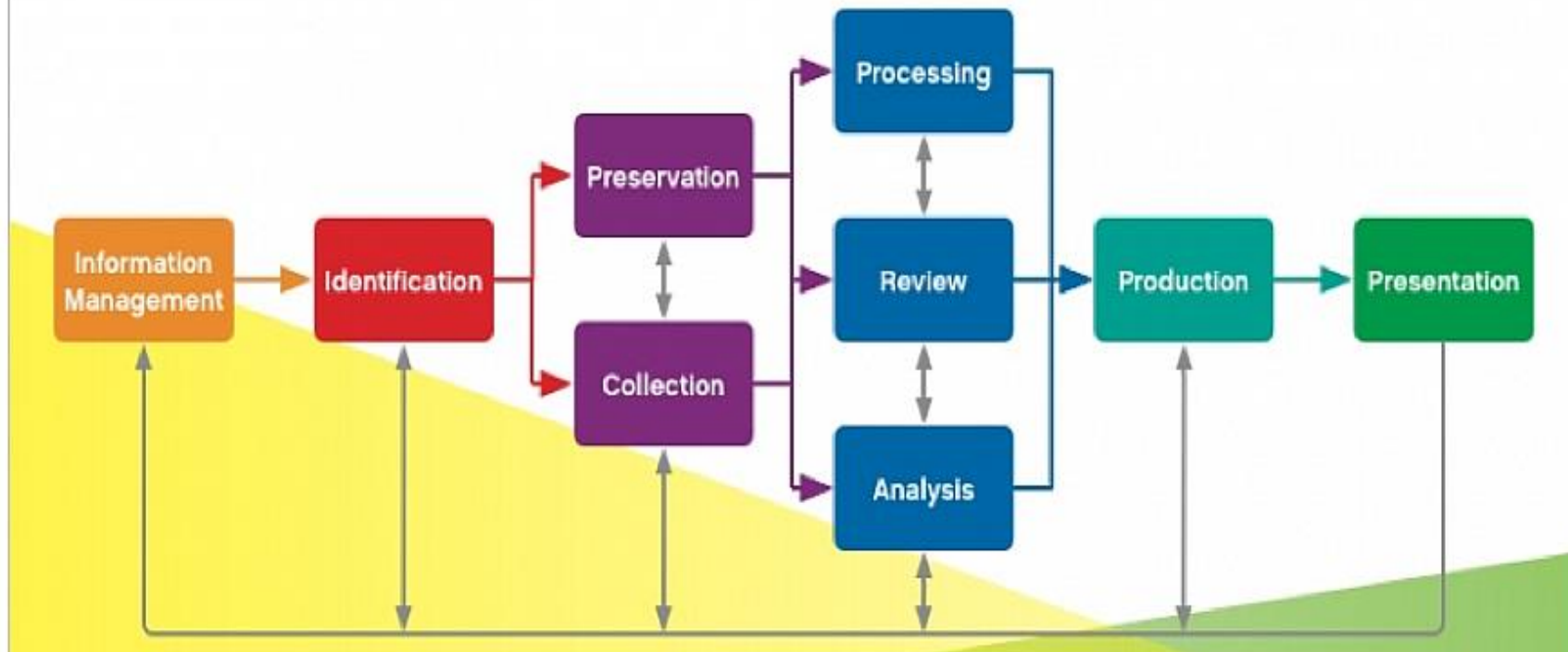


*Electronic Discovery
Reference Model
(EDRM)*

The EDRM

Electronic Discovery Reference Model

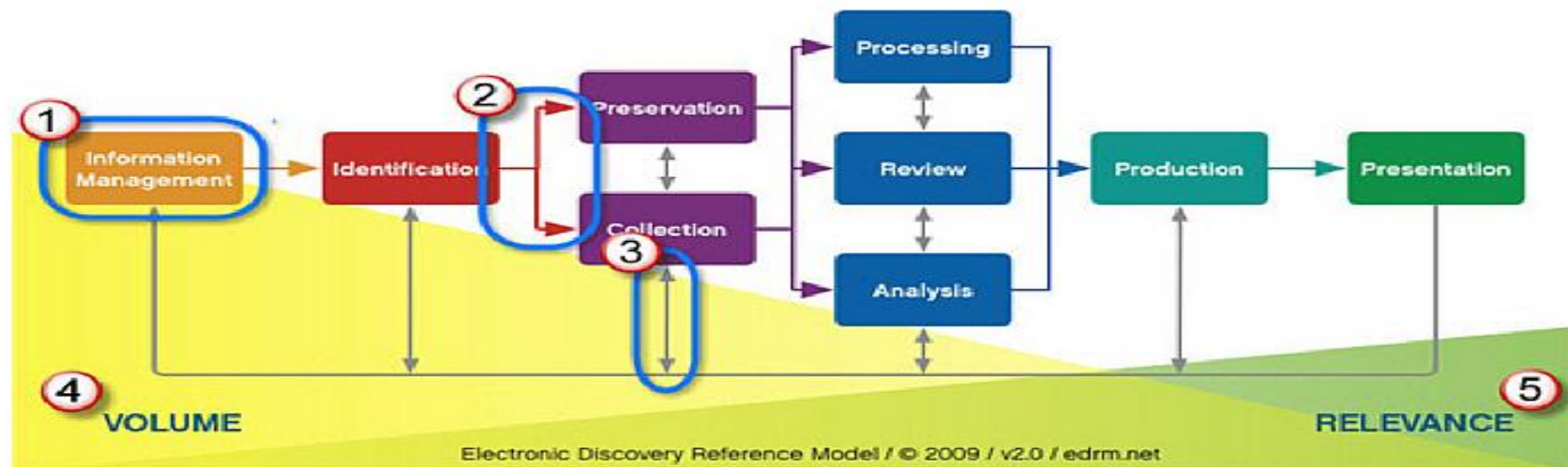


EDRM: Definition

A conceptual, non-linear, iterative model of the e-discovery process.

What that definition means...

- **Not linear** = can use some or all of the steps
- Don't have to do steps only once
- Isn't the only way to do things—not a prescription for perfection but a suggestion for guidance.



1. **Boxes:** Major Stage
2. **Colored Arrows:** Typical Workflow
3. **Grey Arrows:** Areas Where Repetition Is Common
4. **Yellow Volume Triangle:** Reminder To Narrow Scope And Reduce The Amount Of Information/Data
5. **Green Relevance Triangle:** Information You Keep Should Be Relevant.

Decrease in yellow *usually* equals increase in green.

Stages of the EDRM

Information
Management

Identification

Preservation

Collection

Processing

Review

Analysis

Production

Presentation

Step 1:

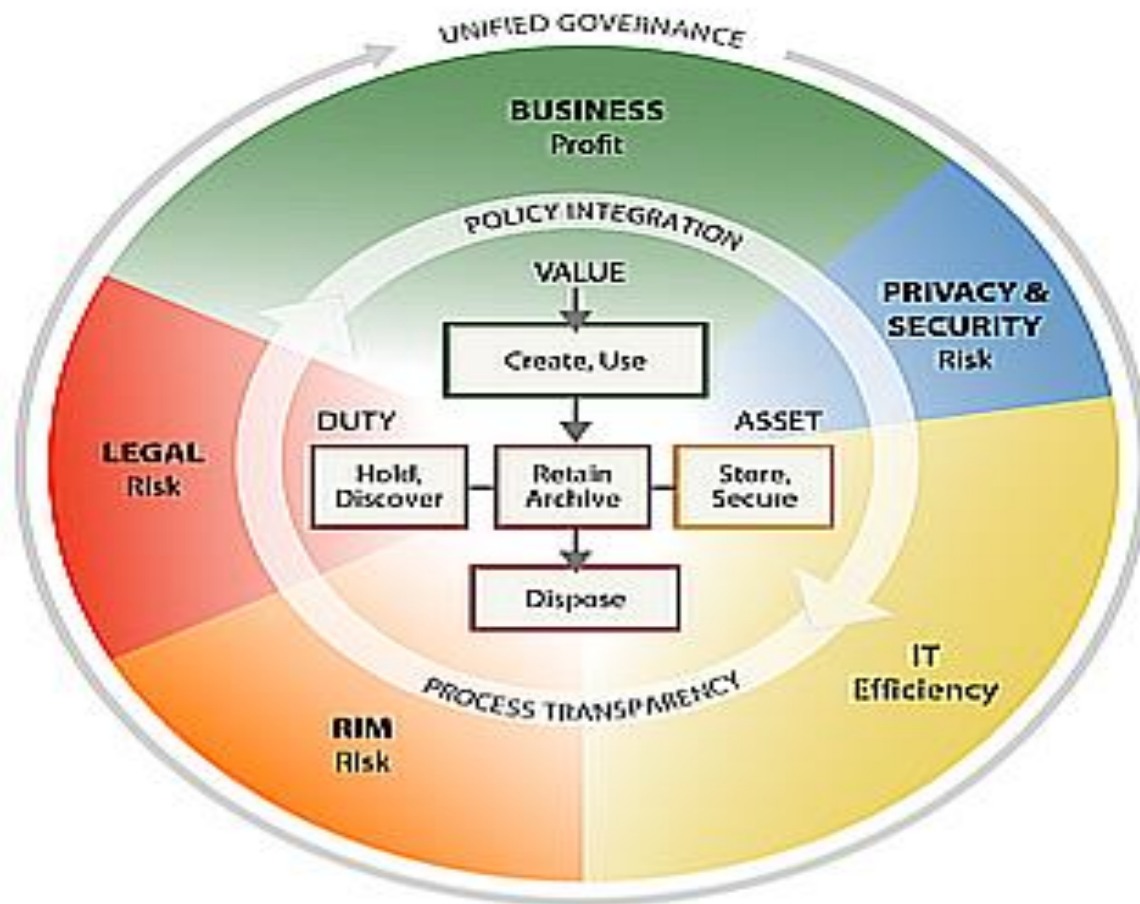
Information Governance
Reference Model
(IGRM)

Benefits to Using IGRM

Gives you a way to

- 1) find out who the stakeholders are
- 2) communicate what the gains and losses are to those stakeholders
- 3) emphasize that teamwork and unity is the only way to make process work

Executive and other management figures like charts. So...use charts.



Duty: Legal obligation for specific information

Value: Utility or business purpose of specific information

Asset: Specific container of information



Information at the center



Business value of data



Demonstrate risk for company



IT collaboration by describing what information is valuable and how to go about getting specific pieces



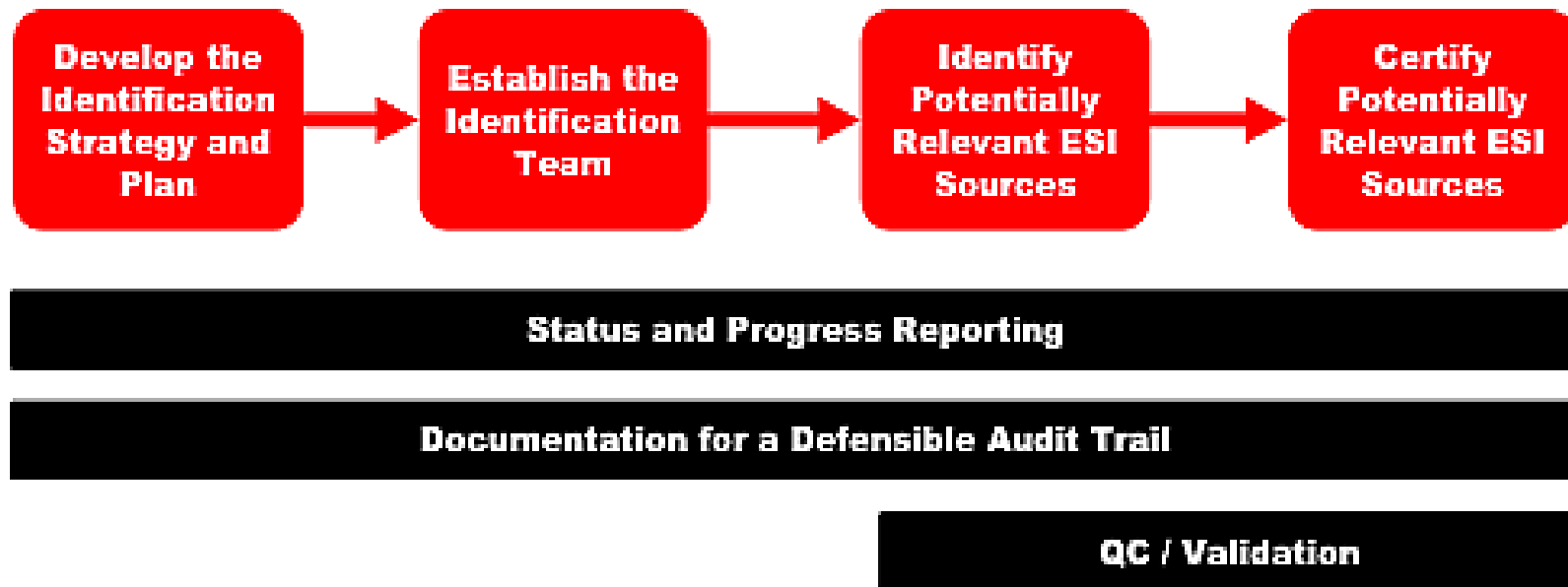
A showing of progress keeps everyone motivated

Step 2:

Information Identification

Benefits to Identification Process

“Develops and executes plans to identify and validate relevant ESI sources including people and systems...”

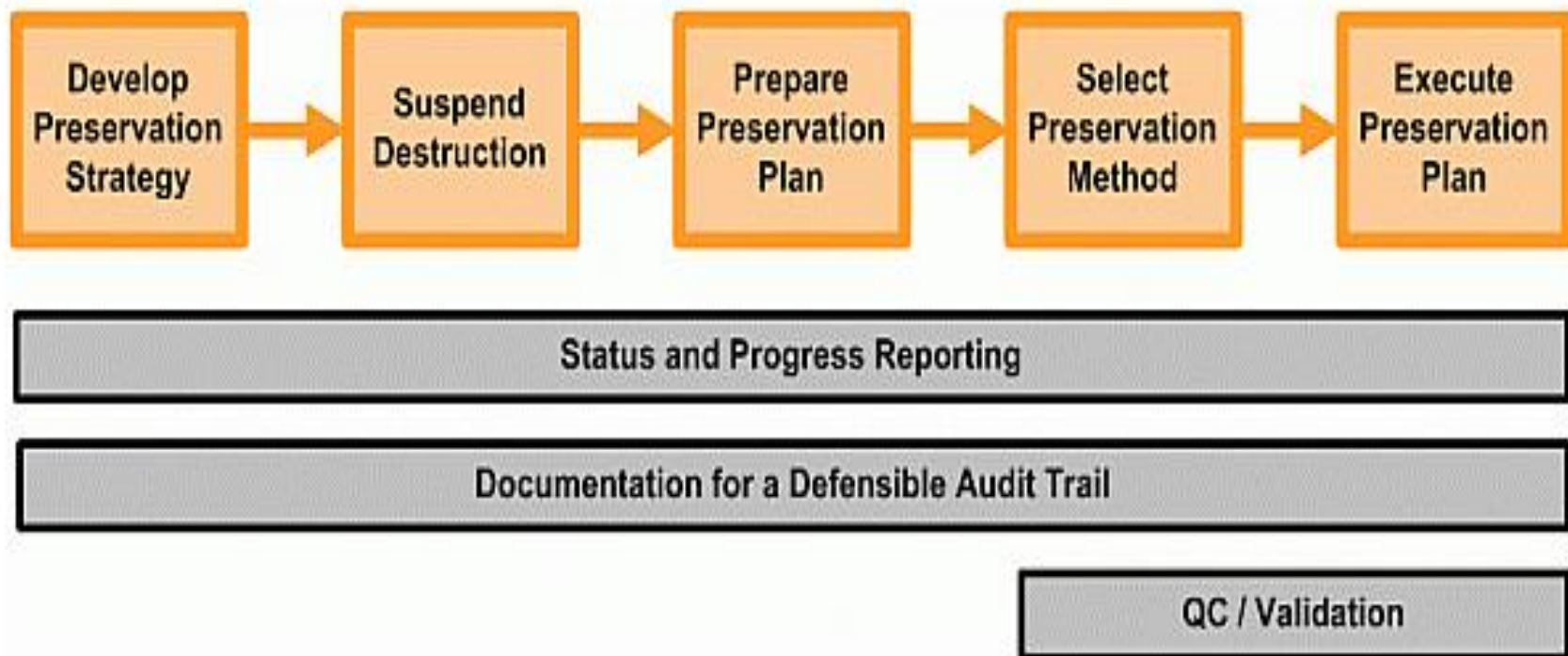


Step 3:

Preservation

Benefits to Using the Preservation Guide

Entire goal is mitigating risk.



Step 4:

Data Collection

Benefits to Using Data Collection Guide

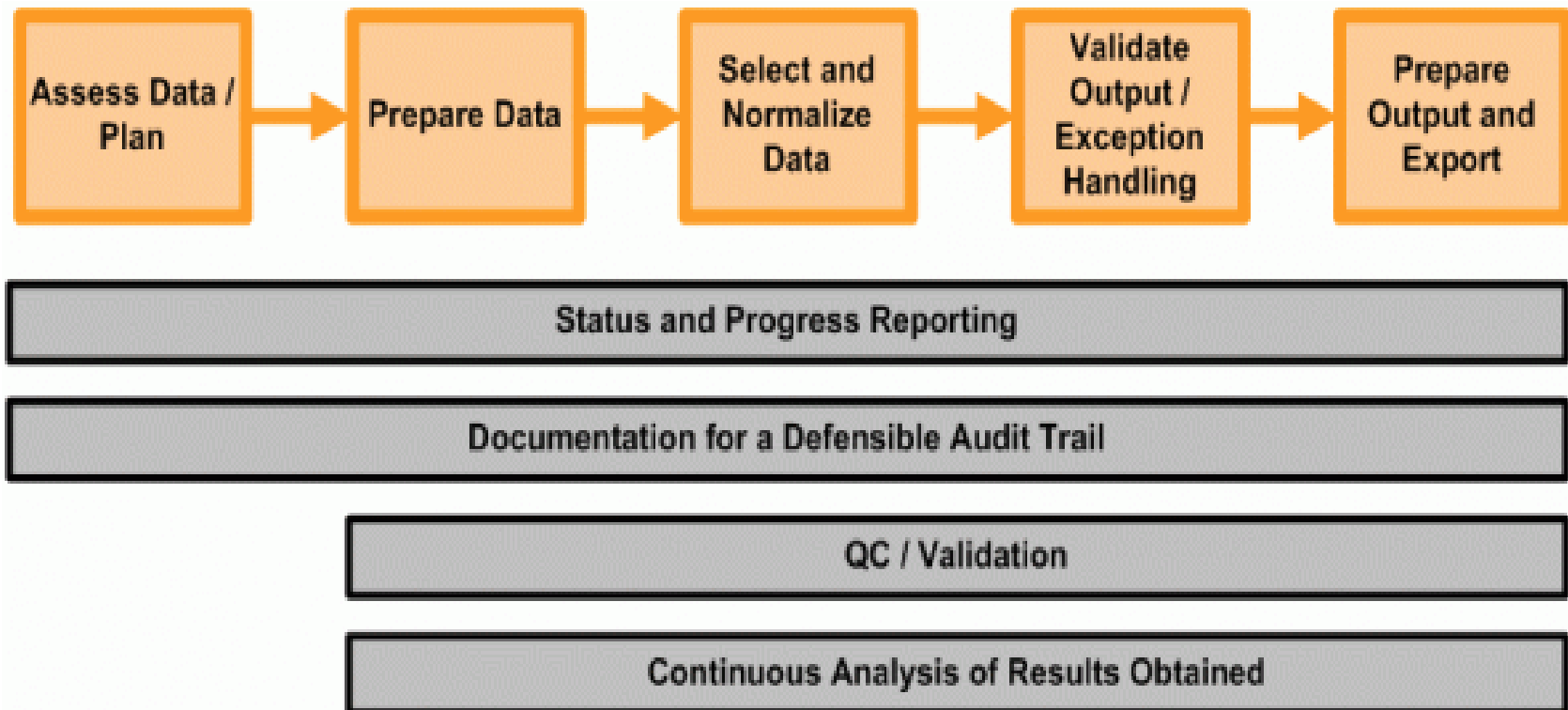


Step 5:

Data Processing

Benefits to Following the Processing Guide

Entire goal is identifying relevant information.

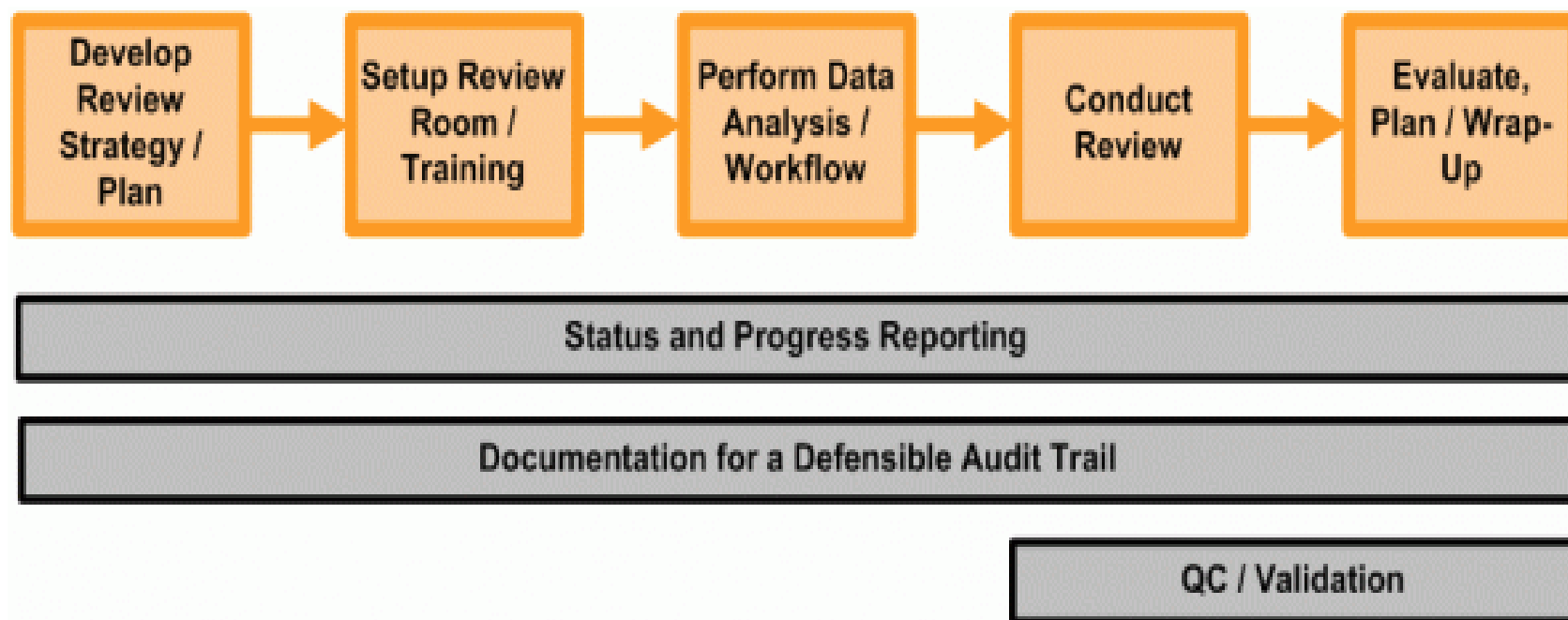


Step 6:

Data Review

Benefits to Reviewing Data

“Develop facts, reduce risk, reduce cost, leverage technology, facilitate collaboration and communication.”

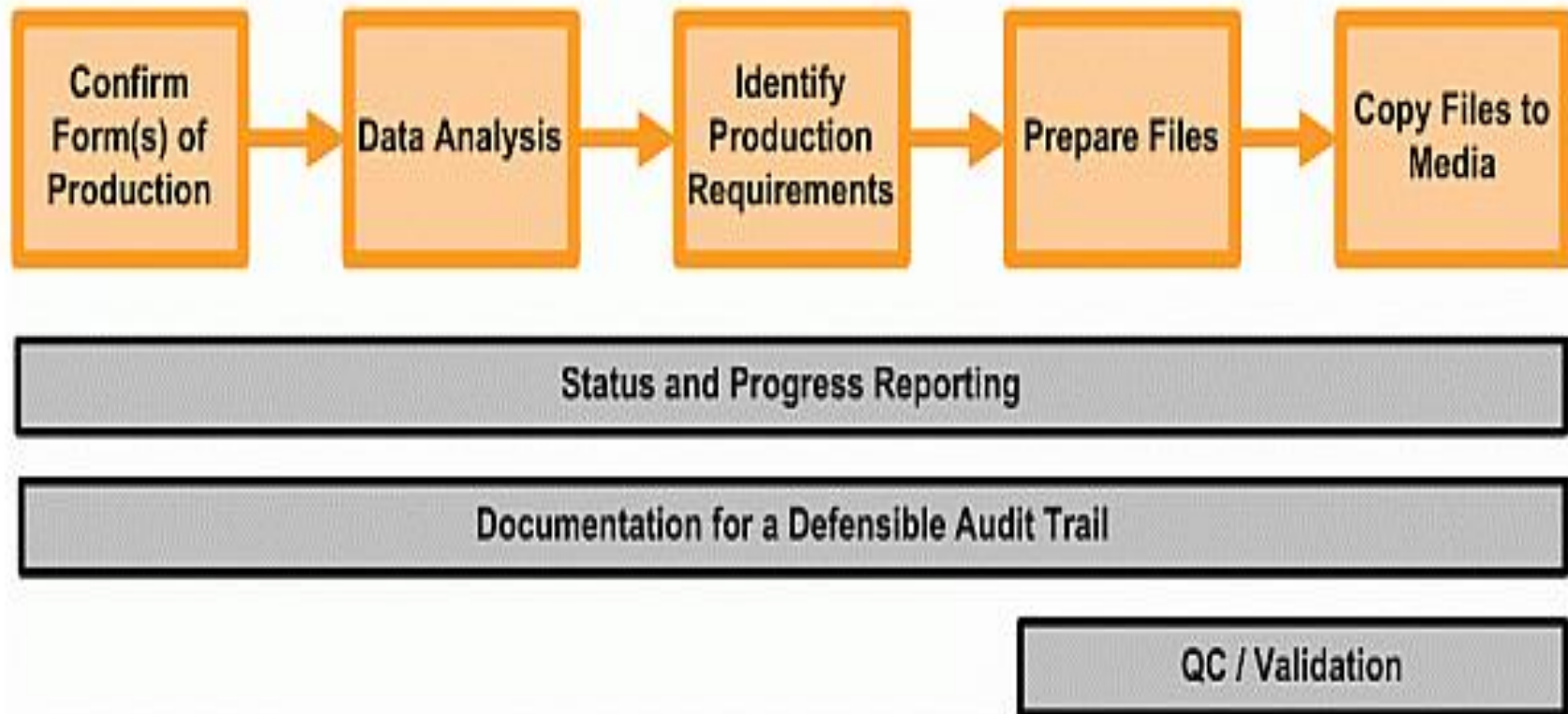


Step 7:

Data Analysis

Proper Production

Efficiency, reduction of cost, identify risk, fix errors, adhere to specifications and timelines.

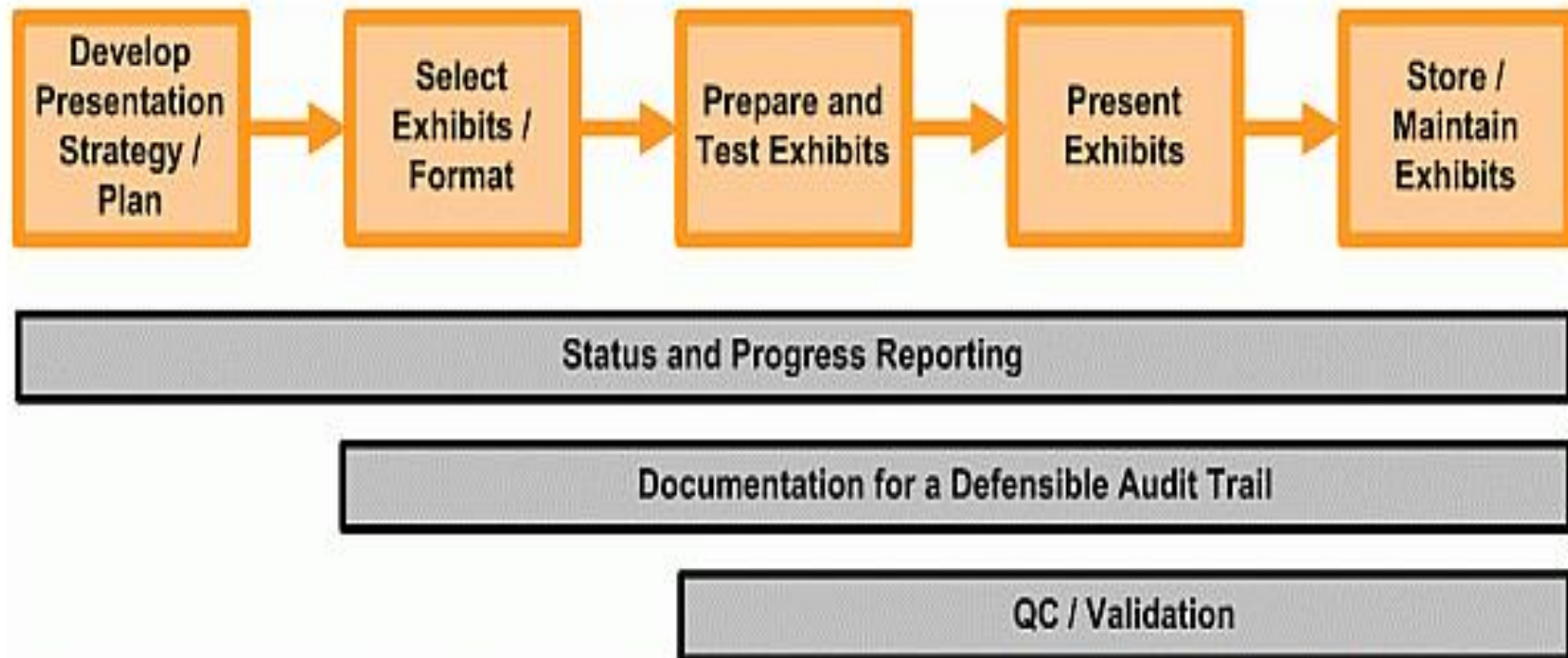


Step 7:

Data Presentation

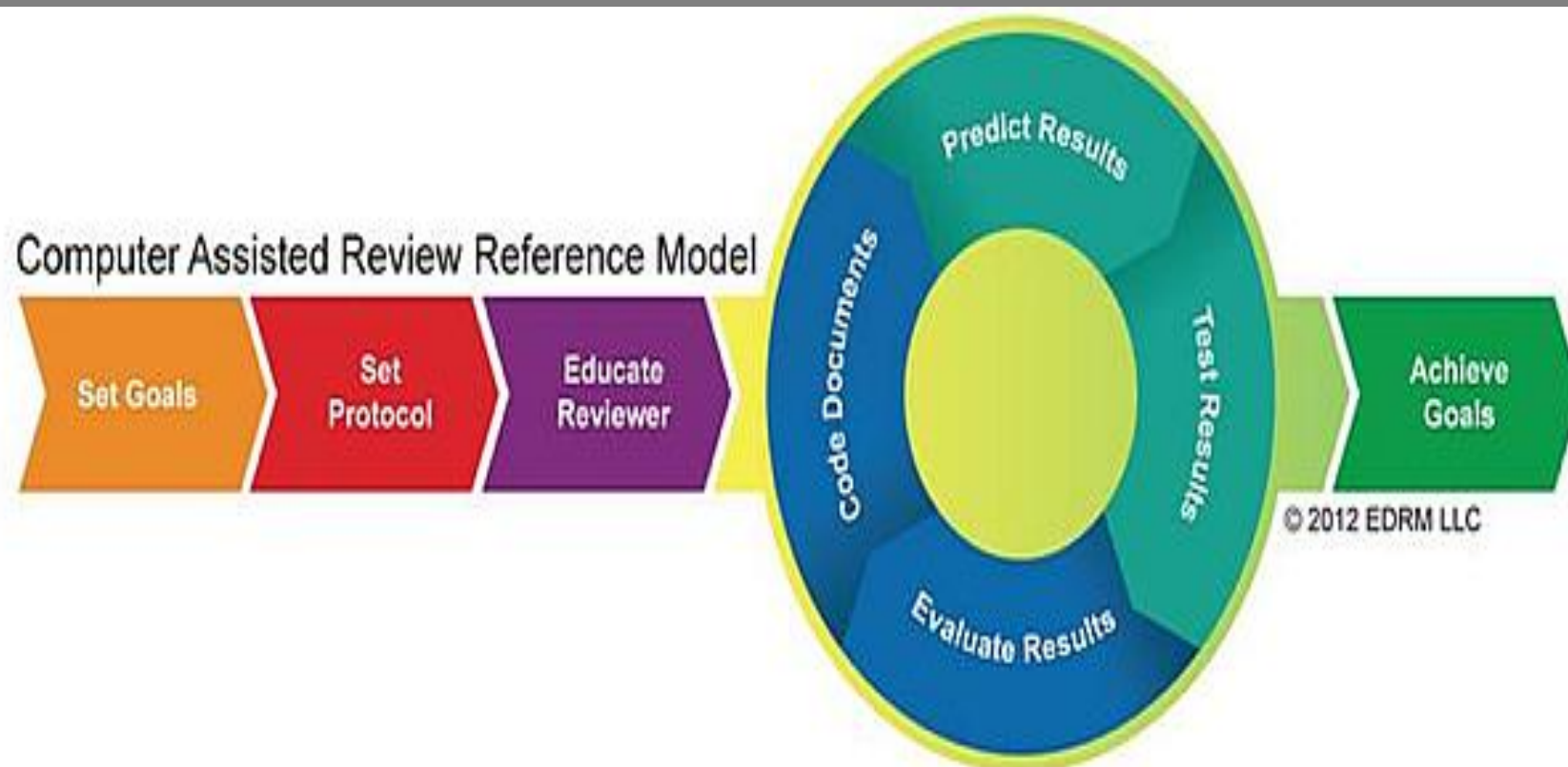
Proper Presentation

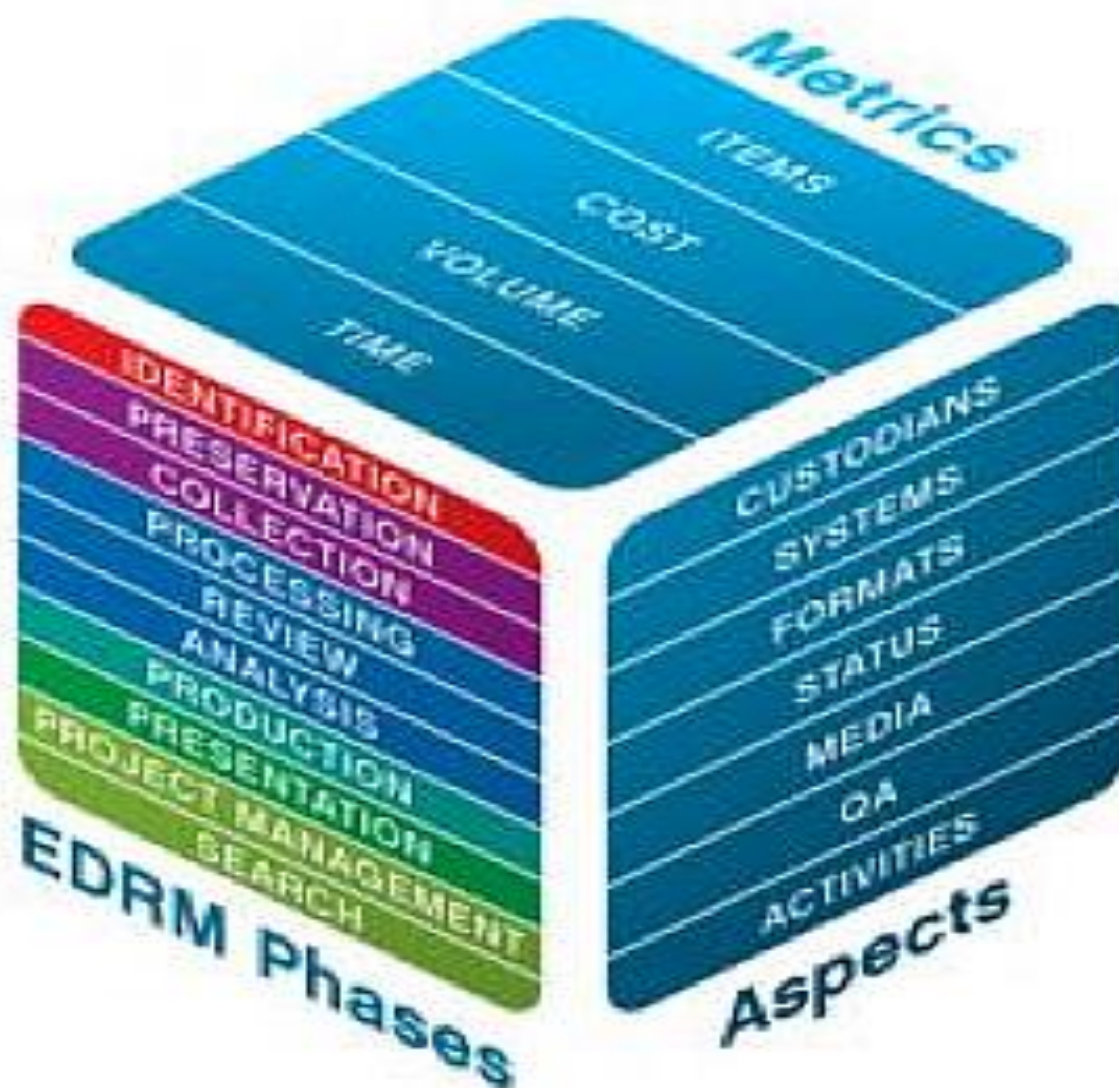
Validate information and collection procedures, chance to use technology to demonstrate data efficacy and persuade court to perform or accept a course of action



Computer Assisted Review

Electronically identify and classify documents with the aid of expert reviewers. Reduces processes costs and time.





Predictive Coding

E-Discovery And The Rise of Predictive Coding

<http://onforb.es/oepQoY>

Technology Assisted Review

<http://bit.ly/13JQEt6>

Discovery ROI

<http://bit.ly/13JQEt6>

Resources

EDRM Site (all graphics, etc.) <http://www.edrm.net/>
EDRM Model Code of Conduct <http://bit.ly/Vt3YPM>

Video: “...explains what the EDRM is and which stages of the model are most important to data storage administrators.” <http://bit.ly/mJ6BEY>

EDRM Project Management Resources, Guides and Checklists <http://bit.ly/SBO7cr>

EDRM Buyer's Guide (In-depth explanations)
<http://bit.ly/13JM4Lm>

E-Discovery_Paralegal_Production_Checklist.pdf
<http://bit.ly/WkjzPY>

Resources

**Series of videos explaining the EDRM process
(each is about 2 minutes long) <http://bit.ly/13JrJHb>**

Interview with Ralph Losey <http://bit.ly/U1FEG6>