
Companies and law firms look to H5's expertise for help navigating thousands or millions of documents to meet legal hold obligations and be better prepared for discovery.

We provide a full range of advisory and implementation services that help clients achieve predictable and reduced downstream review costs arising out of litigation or investigations, while mitigating the potential risks of over- or under-preserving documents.

Our Approach

We are experts in information retrieval—a practice distinct from the disciplines of law and corporate IT. We address the range of complex information retrieval problems associated with preserving documents for litigation and investigations by combining expertise in linguistics, statistics, computer science, law, and process design with advanced proprietary technologies. Through our approach, we capture the preservation decisions of legal counsel to automate the assessment of each document in a collection.

We collaborate closely with our clients and their legal advisors, IT staff, and records management personnel to understand their preservation and litigation readiness objectives—whether associated with repetitive litigation or unique matters—and provide a customized approach that meets their specific needs.

Services

While document review and analysis are at the core of what we do, we also support the lifecycle of clients' matters with collection, data extraction and processing, and hosting. Our services include:

- ▶ **Data Landscape Consulting:** We review clients' data collections and summarize the current state of each data source, including live, archival, and legacy data.
- ▶ **Legal Hold and Preservation Process Evaluation and Redesign:** We review current processes and procedures for efficacy and soundness, identify areas for improvement, and develop strategies that we will implement, if requested, to capture and manage clients' potentially relevant data and ensure compliance with applicable best practices.
- ▶ **Document Review:** We design and execute customized review processes that automate preservation decisions, while filtering documents to protect privilege, confidentiality, and trade secrets.
- ▶ **IT Consulting and Data Management:** Our services include collection, data extraction and processing, hosting, data landscape assessments, data transfer and migration, and workflow integration with litigation repositories. We also design and execute strategies to capture and manage potentially relevant data on backup tapes.

Example of Our Work

A Fortune 50 conglomerate, faced with repetitive litigation, needed a process for minimizing the overall cost of downstream document review. The company turned to H5 to design and implement a more efficient and accurate process for reviewing documents to determine which ones it needed to preserve. After engaging H5, the client is better prepared to handle future litigation, has lowered costs by more than 50 percent—or \$20 million—per year, and has reduced the risk of non-compliance by more than 90 percent.

About H5

H5 is an information retrieval firm that provides specialized document review and analysis services to companies and law firms. We advise on and implement a full range of discovery-related strategies for all stages of litigation, investigations, preservation, and litigation readiness. Through a combination of advanced proprietary technologies and expertise in linguistics, statistics, computer science, law, and process design, we capture the relevance judgments of lawyers to automate the assessment of documents and find the information clients need. Our process has been independently proven to yield faster, more cost-effective, and more accurate results than any other review method.

What Sets Us Apart

The world's best companies and law firms choose H5 for the following reasons:

- ▶ More cost-effective, accurate, and reliable results than any alternative review method, as proven by independent industry and academic assessments
- ▶ Budget certainty and guaranteed return on investment demonstrated by upfront financial benchmark analyses and all-in costs set at the outset of a project
- ▶ Enterprise-wide systematic and consistent implementation of preservation policies
- ▶ Defensible segregation or disposal of all non-relevant records, often 80 to 90 percent of electronically stored files, including e-mail
- ▶ Removal of a major burden from employees, who may be called upon to make preservation judgments
- ▶ Work product integration into downstream review processes for optimal efficiencies
- ▶ Reduced risk of unnecessarily preserving non-relevant (but potentially harmful) information and of destroying information that should be preserved
- ▶ Better-informed decisions based on statistically valid performance metrics

Our process has been rigorously examined by outside counsel to validate its reasonableness. We are prepared, if requested, to provide oral and written testimony that demonstrates the reasonableness of clients' decisions in selecting our process and the defensibility of the process itself.