

# Data Collections

RELIABLE, CONSISTENT COLLECTION SERVICES, NO MATTER THE SIZE, LOCATION, OR PLATFORM

## Reliable Experts

Trusted experts with proven track records in handling complex collections

## Modern Methods

Utilize the latest techniques for emerging device, data source, and encryption challenges

## Reduced Spend

Leverage targeted, efficient workflows to reduce overall spend

## Increased Defensibility

Deep expertise and alignment with leading practices to ensure a defensible process

## Challenges We Address

Today's ediscovery collection projects challenge litigants in new ways, such as the ever-growing variety of data sources that must be preserved and analyzed. Encrypted endpoints, mobile devices, ephemeral messaging, social media, cloud storage repositories, archiving platforms, enterprise messaging, source code, wikis, and collaborative platforms are just the tip of the iceberg. In the ordinary course of business, many projects require rapid turnaround times that regularly span disparate geographic locations and time zones. Any shortcomings or mistakes that occur during the collection phase can cause cascading issues during the rest of the ediscovery process. Preservation and collection failures can also result in costly disputes with opposing counsel and may even result in sanctions. In short, today's increasingly complex collection projects demand a team, tools, and methods built for the 21st century.

## Benefits We Provide

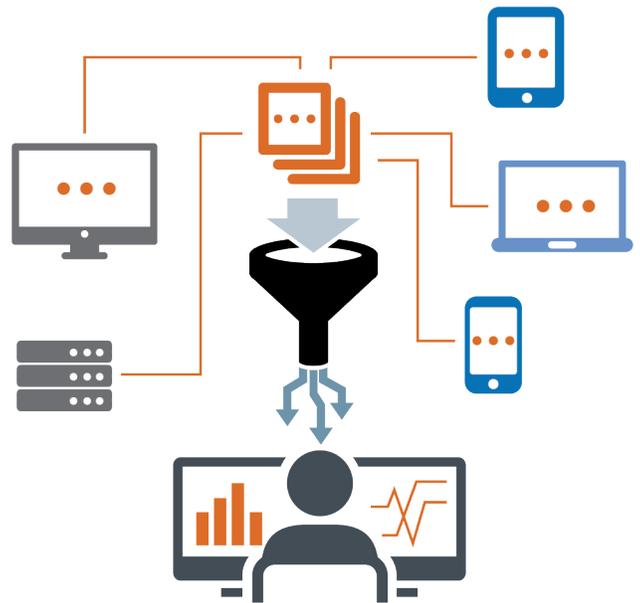
To confront today's ediscovery collection challenges, Lighthouse offers several solution options to fit your needs. We have extensive experience addressing a broad array of data sources, technical variables, geographic locations, and logistical constraints that often underlie today's collections projects. For example, our team regularly leverages expedient and cost-effective remote collection methodologies to shorten turnaround times and control costs. We are committed to providing rapid response, clear communication, and actionable results to you and your team. Our battle-tested best practices and deep expertise allow you to establish credibility with your litigation adversary or regulatory agency, as well as with the court.

## SERVICES

- **Full-Service Collection** — Our in-house team performs collections onsite at the client location. Custodian devices can also be optionally shipped to our secure labs. This approach offers maximum certainty and legal defensibility, and minimizes the resource commitment needed from your IT teams.
- **Remote Collection** — This cost-effective alternative works especially well with geographically dispersed custodians such as sales representative custodians. A remote collections approach provides you with a flexible solution that minimizes work disruption for custodians. Lighthouse sends forensically-prepared and encrypted external hard drives directly to the document custodians. These collection drives contain the necessary data collection software tools for the relevant data sources. Our team will either remotely connect to the custodians'

computers to perform the collection and complete all documentation, or the custodians can conduct the collection themselves, using a pre-configured software file.

- **Directed Self-Collection** — Our experts consult with your IT personnel to develop and document an appropriate methodology for each matter’s unique requirements. This solution enables your IT staff (or the custodians themselves) to perform the bulk of the work, thereby reducing collection costs, while ensuring that any subsequent testimony needs can be handled by our experts. In addition, we provide routine training to IT staff or personally supervise the collections.
- **Mobile Device Collection** — Our team can collect evidence from any mobile device, including every make and model of tablets and smartphones. We use licensed, industry-leading software solutions to complete this work and our team members have significant experience with investigations and analysis involving mobile device forensic artifacts.
- **Unique and Uncommon Data Source Collection** — We regularly handle the preservation of “atypical” data. To do so, our forensics lab utilizes processing workstations running Windows, Mac, and various types of Linux installations. We frequently handle assignments involving document management systems, SharePoint, various proprietary and commercially available databases/wikis, archiving systems, a variety of cloud sources including Google Docs, Gmail, Box and Dropbox, Facebook, Twitter, LinkedIn, and many chat sources such as Bloomberg and Skype.
- **Cross-Border Collection** — We have substantial experience collecting data both in person and remotely from global jurisdictions, and work with counsel to ensure that all relevant data protection and privacy requirements are satisfied including GDPR. As part of this solution, we utilize AES 256-bit hardware encrypted collection media and adhere to secure password management practices. We can perform collections in North and South America, the European Union, and Asia Pacific.



## Summary

By partnering with Lighthouse, you can navigate the challenges and concerns that arise with today’s ediscovery data collection challenges. Our team of legal and technology experts can guide you through each phase of the process, allowing you to save both time and money, while ensuring you are leveraging a defensible approach.

## About Lighthouse

For 25 years, Lighthouse has provided innovative software and services to manage the increasingly complex landscape of enterprise data for compliance and legal teams. Lighthouse leads by developing proprietary technology that integrates with industry-leading third-party software, automating workflows, and creating an easy-to-use, end-to-end platform. Lighthouse also delivers unique proprietary applications and advisory services that are highly valuable for large, complex matters, and a new SaaS platform designed for in-house teams. Whether reacting to incidents like litigation or governmental investigations, or designing programs to proactively minimize the potential for future incidents, Lighthouse partners with multinational industry leaders, top global law firms, and the world’s leading software provider as a channel partner.

Connect with us to see how Lighthouse can best support you.

(206) 223-9690 | [lighthouseglobal.com](http://lighthouseglobal.com) | [info@lighthouseglobal.com](mailto:info@lighthouseglobal.com)

