

Digital Safe Retention Management as a Service

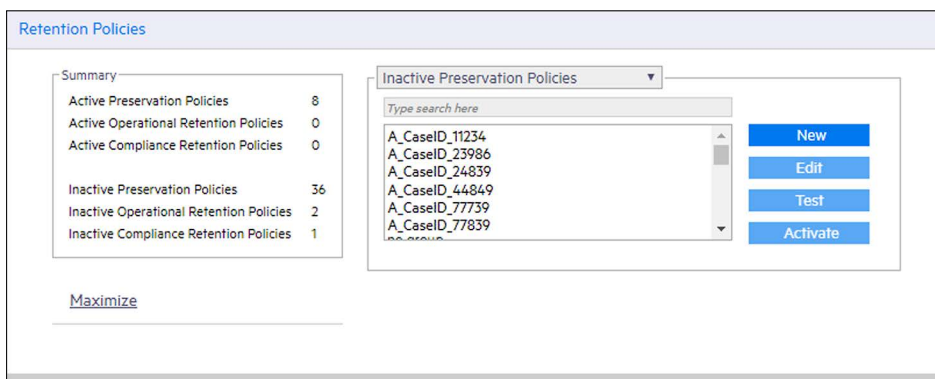
Manage the life cycle of your information in the Digital Safe Compliant Archive to reduce storage costs and reduce risk

Micro Focus Digital Safe Retention Management as a Service (RMaaS) offers a service for managing the retention, preservation, and disposition of data archived in the Digital Safe. The service is designed to build a defensible approach to ensure that data stored in the Digital Safe compliant archive is retained and preserved per your corporate, legal, and compliance needs, and disposed of when the retention period expires. The correct retention

management strategy is integral to an efficient compliant operation. It addresses retention and preservation (Legal Hold) needs mandated by governing bodies (e.g., SEC, FINRA, etc.) and defines when data has been retained for the required period of time. Micro Focus RMaaS provides the means for disposing of data that has reached the end of its retention period whilst ensuring preservation of data still under Legal Hold.

Quick View

- Delegate retention management to Micro Focus Subject Matter Experts (SMEs)
- Minimize size of data exports
- Reduce archive storage costs
- Address personal data privacy concerns
- Reduce legal and operational risk



Product Highlights

Digital Safe RMaaS provides access to expert Micro Focus services personnel focused on supporting customers with managing the retention, preservation, and disposition of data

archived in the Digital Safe. Micro Focus can provide flexible service options to address your specific requirements while maintaining strict adherence to our high standards for data management and security.

Key Features	RMaaS Workflow Strategy and Validation Consulting Service	RMaaS Disposition Service
SME support of process and data exchange development	x	x
Review of retention, preservation and disposition strategy	x	x
RMaaS process validation via UAT with customer stakeholders	x	x
Implementation of retention and preservation policies	x	x
Execution of Disposition tasks	x	x
End to End monitoring of the Disposition process	x	x
Generation of Disposition Certificates	x	x

Key Benefits

Peace of Mind: Defensible approach to retention management. RMaaS ensures that you only retain the data required by regulation, thus limiting exposure to eDiscovery requests for data that is past its mandatory retention period. RMaaS also provides an audit trail for documenting what data has been deleted.

Dedicated Expertise: Retention and preservation of regulated data by experienced Digital Safe SMEs.

Compliance by Design: Legal Holds or preservation policies can be placed as needed for litigation or other legal matters. Full support for query-based, filtered list-based deletion tasks, and multiple levels of approval as required by customer policies to validate data to be deleted before actual deletion.

Cost Reduction and ROI: Reduction in downstream eDiscovery, review, and production time and cost. Minimize overall risk of over-preserving data and reduce the archival cost.

Key Features

RMaaS Workflow Strategy and Validation Consulting Service

- Assignment of Digital Safe SMEs to support the development of RMaaS processes and data exchanges
- Reviews of retention, preservation and disposition strategy, goals, and internal governance requirements
- Validation of RMaaS processes in User Acceptance Testing (UAT) with customers' Legal, Compliance, eDiscovery, and IT stakeholders

RMaaS Disposition Service

- Implementation strategy development for retention and preservation policies
- Execution of disposition tasks to dispose of the eligible messages
- End-to-End monitoring of the disposition process and its optimization
- Generation and delivery to customer of disposition certificates for all messages disposed

Additional Information

Learn more by contacting Micro Focus Managed Services at: askmanagedservices@microfocus.com

Contact us at:
www.microfocus.com

Like what you read? Share it.

