

The Electronic Discovery Process at FCS

Corporate Profile

Forensics Consulting Solutions, LLC is an industry leader in electronic discovery services. From our offices in Phoenix, AZ we provide electronic discovery services for clients throughout the world. We are experts and trustees on electronic data issues for matters as small as a single piece of media and as large as Enterprise class networks for world class organizations. We have the technical expertise to handle your most difficult electronic discovery issues and the discretion to help manage the most sensitive ones. Our consulting staff comes from law enforcement, big three accounting and corporate environments. Our support staff has broad based experience in project management, strategic planning, and statistical analysis. Consequently, we offer customized consulting solutions that make business sense while meeting the obligations of the justice system.

A Four-Phase Approach

Forensics Consulting Solutions, LLC takes a four-phase approach to consulting engagements.

1. **Initial Evaluation & Planning** – Work with the client to understand costs anticipated, outcome and timelines of an electronic discovery process. Supply technical information and advice to the client and the court system on the best procedure to use to achieve comprehensive discovery.
2. **Data Acquisition & Preservation** – Capture and protect all applicable electronic data by using an established reproducible method making sure the information is court ready.
3. **Data Analysis** – Use technology and techniques to remove unwanted data while retaining the relevant data for the matter. Identify data that is potentially attorney-client privileged or confidential so that it can be systematically reviewed to confirm its status.
4. **Data Production** – Convert the relevant data into a common format and assign a numbering sequence for each document that will be produced. Establish a process to aid in the review and control of pertinent documents.

Benefits

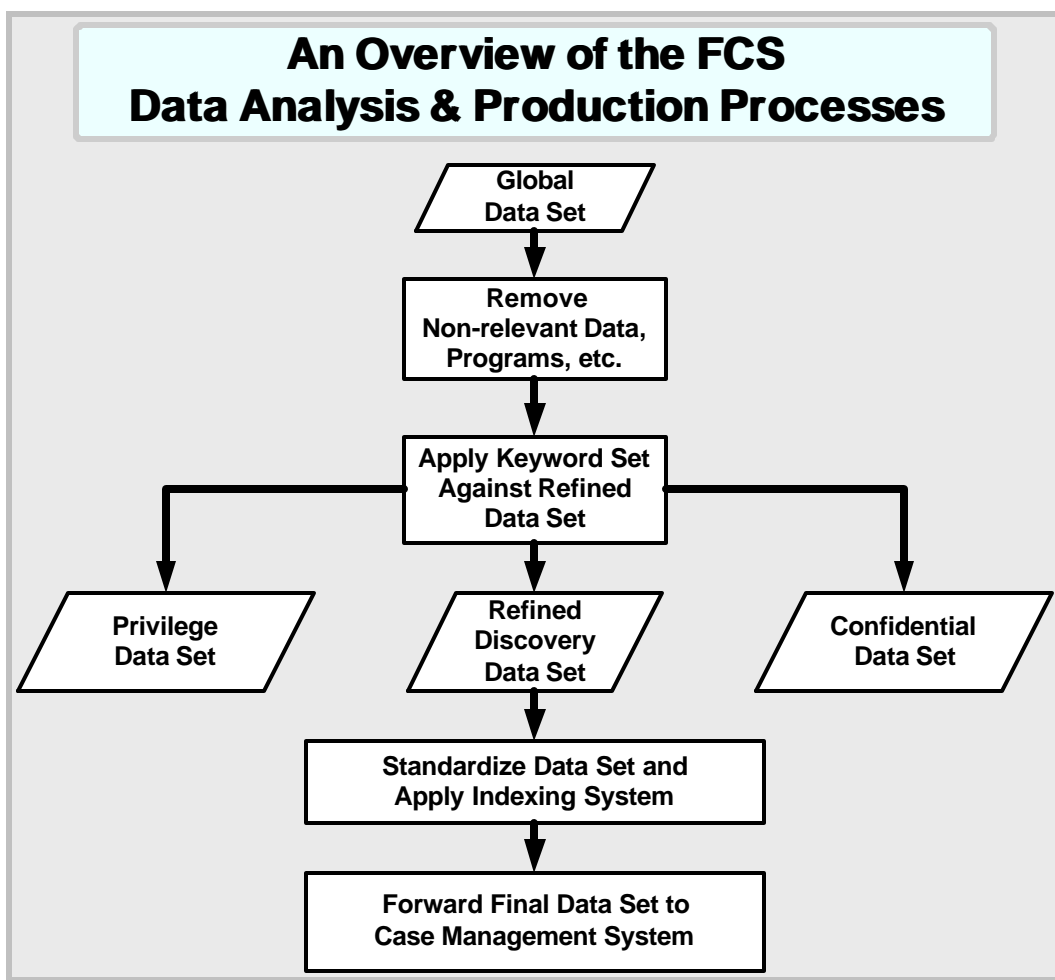
The expertise that Forensics Consulting Solutions, LLC brings you is a process that:

- Provides you with a complete electronic discovery process that insures your compliance with the discovery process
- Offers a cost effective approach over the paper-based traditional discovery process.
- Reduces the risk of human error in determining which documents are relevant, privileged and confidential.
- Insures that the data collected in the process is admissible in the court of law.



A Graphic View of the FCS Approach

The flow chart below offers a high-level view of our approach to the electronic forensics process.



A Final Thought:

It is sage advice to, **“Fix your roof while the sun is shining”**. Now is the time to educate yourself and your organization on the electronic discovery process. FCS offers training in electronic discovery that also fulfills CLE requirements. Contact Kathy Brown for more information.

If it is already raining and you have pending litigation that requires electronic discovery call KJ to review the details.

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