

Case Requirements for Vendor Services

a) Based on Nature of the Case

	<i>Consulting Services</i>	<i>Project Management</i>	<i>Preservation, Collection & Extraction</i>	<i>Forensic Services</i>	<i>Harvesting & Culling</i>	<i>Hosting</i>	<i>Conversion</i>
<i>Wrongful dismissal or harassment</i>	<ul style="list-style-type: none"> ¹Expert testimony Advice and recommendations on discovery plan 		<ul style="list-style-type: none"> Mirror hard drives Extract active data Extract from backup tapes 	<ul style="list-style-type: none"> Cracking passwords Locating deleted, hidden or temp 			
<i>Product Liability</i>	<ul style="list-style-type: none"> Advice on reducing costs Advice on e-discovery motions 	<ul style="list-style-type: none"> Project planning & scheduling Documentation of processes 	<ul style="list-style-type: none"> Extract archival information Complex sources 	<ul style="list-style-type: none"> Recovering information from older backups 	<ul style="list-style-type: none"> De-duplication Search and retrieval using advanced technologies 	<ul style="list-style-type: none"> Support for review of large volumes 	<ul style="list-style-type: none"> Volume conversions
<i>Theft of IP/trade secrets or copyright infringement</i>	<ul style="list-style-type: none"> Expert testimony Advice on likely sources of information 		<ul style="list-style-type: none"> PDA's and Blackberries 	<ul style="list-style-type: none"> Data recovery of intentionally deleted material 			
<i>Fraud or conspiracy/stock manipulations</i>	<ul style="list-style-type: none"> Expert testimony Guidance on how to ensure chain-of-custody 	<ul style="list-style-type: none"> Third party management of collection, harvesting etc. 	<ul style="list-style-type: none"> PDA's and Blackberries Complex sources 	<ul style="list-style-type: none"> Data recovery of intentionally deleted material 	<ul style="list-style-type: none"> De-duplication Search and retrieval using advanced technologies 	<ul style="list-style-type: none"> Support for review of large volumes 	<ul style="list-style-type: none"> Volume conversions
<i>Software or TV piracy</i>			<ul style="list-style-type: none"> Mirror hard drives Extract active data 	<ul style="list-style-type: none"> Recovering deleted, hidden, corrupted or overwritten data 			

¹ Services listed are for purposes of example only. For more ample list of possible services, see eDiscovery Services available from vendors

b) Based on Scope and Complexity

	<i>Consulting Services</i>	<i>Project Management</i>	<i>Preservation, Collection & Extraction</i>	<i>Forensic Services</i>	<i>Harvesting & Culling</i>	<i>Hosting</i>	<i>Conversion</i>
<i>Large Number of Custodians</i>	<ul style="list-style-type: none"> Reducing costs Guidelines and best practices 	<ul style="list-style-type: none"> Development of inventory, collection and preservation plans 	<ul style="list-style-type: none"> Extract active and archive/backup data Legacy data 		<ul style="list-style-type: none"> Extracting info Filtering 	<ul style="list-style-type: none"> Support for review 	<ul style="list-style-type: none"> Loading to lit support Capture metadata and TIFF
<i>Legacy Data and older backup tapes</i>	<ul style="list-style-type: none"> Approaches to duplicates 	<ul style="list-style-type: none"> Project planning Tools for monitoring progress 		<ul style="list-style-type: none"> Older encrypted, damaged or obsolete formats 			
<i>Large Volume of information including paper sources</i>	<ul style="list-style-type: none"> Reducing costs Guidelines and best practices Duplicates 	<ul style="list-style-type: none"> Development of inventory, collection and preservation 	<ul style="list-style-type: none"> Extract active and archive/backup data Legacy data 		<ul style="list-style-type: none"> Extracting info Filtering 	<ul style="list-style-type: none"> Support for review 	<ul style="list-style-type: none"> Loading to lit support Capture metadata and TIFF
<i>Multiple Locations</i>	<ul style="list-style-type: none"> Likely sources Discovery plan IT infrastructure 	<ul style="list-style-type: none"> Development of inventory, collection and preservation 					
<i>eCommerce, website, workflow systems – non-document data</i>	<ul style="list-style-type: none"> Preservation issues Discovery plan How to collect 	<ul style="list-style-type: none"> Collection processes and reporting 	<ul style="list-style-type: none"> Special collection processes 		<ul style="list-style-type: none"> Filtering and production 		
<i>Third Party Sources – e.g. ISPs, ASPs, cell & other services</i>	<ul style="list-style-type: none"> Advice on best approach 	<ul style="list-style-type: none"> Third party management of collection and preservation 	<ul style="list-style-type: none"> Extract active and archive/backup data Legacy data 		<ul style="list-style-type: none"> Extracting info Filtering 	<ul style="list-style-type: none"> Support for review 	<ul style="list-style-type: none"> Loading to lit support Capture metadata and TIFF
<i>Large Numbers of Backup Tapes</i>	<ul style="list-style-type: none"> Reducing costs Guidelines and best practices 	<ul style="list-style-type: none"> Development of inventory, collection and preservation plans 	<ul style="list-style-type: none"> Extract active and archive/backup data Legacy data 		<ul style="list-style-type: none"> Extracting info Filtering 	<ul style="list-style-type: none"> Support for review 	<ul style="list-style-type: none"> Loading to lit support Capture metadata and TIFF
<i>Restoration of deleted or replicant information</i>				<ul style="list-style-type: none"> Recovery of deleted material, or data from damaged media 			

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