

Information Archiving Buyers Guide

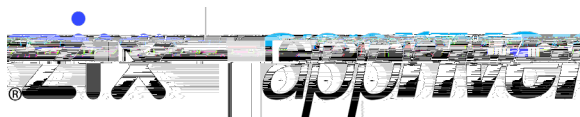
The need for compliance continues to grow, so let's not waste time talking alphabet soup – if you're here, you're already familiar with the requirements and regulations that your business or your customers are facing. Whether IRS, DOD 5015.2, HIPAA, FCC, FOIA, FRCP, FDIC, SEC, PCI DSS, FINRA 3010, SEC 204-2, 17a-3 and a-4 – the challenge is to find the right solution for your needs.

Whether migrating from a legacy archive platform or deploying a compliance archive for the very first time, a comprehensive archiving solution will make it easier to achieve the following business objectives:

- **Ensure Compliance and Supervision**

An information archiving solution should help you maintain good corporate governance while aligning with regulatory requirements. Data retention is not just a concern for highly-regulated industries such as healthcare, financial services, or government. According to the Federal Rules of Civil Procedure, organizations of all types need to discover and preserve information that may pertain to potential litigation. Employee complaints of discrimination or harassment may signal potential litigation as well as trigger a need for investigation or supervision. And customer service teams may wish to proactively identify misconduct to improve service and minimize risk to the brand.

- **Scale to Meet Current and Future Needs**



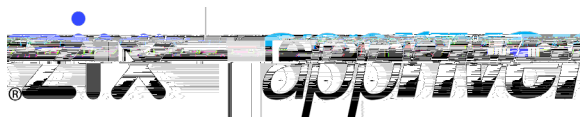
Unified Archiving



Secure, Cloud-based Infrastructure

Modern archiving solutions should be cloud-based, with proven high-availability and security. The pace of digital transformation is accelerating, regulatory requirements are expanding, and the volume and variety of communications data continues to grow. Your archive should have no storage quotas or restrictions on retention options, and it must be proven to be robust, scalable, and secure.

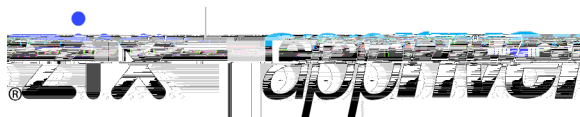
Requirement	Yes/No
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Simplify eDiscovery and Legal Case Management

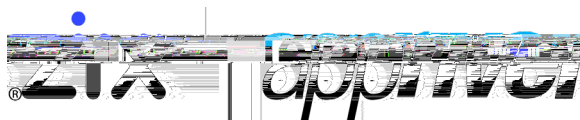
Employees send and receive hundreds of emails and electronic communication every day, and sorting through the data properly can be overwhelming. The archive service you select must provide sophisticated yet intuitive search capabilities to ensure fast and accurate eDiscovery. The service must also be able to create litigation holds and easily share access with key internal and external parties, ensuring compliance with the Federal Rules of Criminal Procedure and reducing the cost associated with discovery.

Requirement	Yes/No
Provides basic search features for simplified or user-focused search queries Advanced search capabilities augmented with Boolean Search logic with relationship qualifiers (And, Or, Contains, Does Not Contain) that are important for eDiscovery to	



Predictable License Model with No Hidden Fees

Archive services are designed to store data for long periods of time, so organizations should choose solutions with clear, predictable license fees and be aware of factors that may impact the total cost of ownership. Organizations should choose solutions that license b() 10 -1.342-6.5 (so)-18)0.9u)



Conclusion

While compliance and corporate governance can be challenging, our Information Archiving helps you stay ahead of changing regulations while maintaining a high level of passive compliance, all with a simple and powerful interface that's easy to provision and optimize. Information Archiving is part of the Secure Cloud, which helps to ensure regulatory compliance through best-in-class email encryption, easy-to-use secure content sharing, advanced email threat protection and business communications archiving (email, instant message, social media, and more). Plus, it's all backed

