

A graphic featuring a large blue padlock in the center, surrounded by various icons representing data, security, and technology, all set against a dark blue background with a grid pattern.

# INFORMATION GOVERNANCE AND COMPLIANCE

Supporting your information governance and compliance challenges— from strategy to implementation.



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Comprehensive information governance is critical in order for your organization to meet today's increasingly complex and demanding regulatory and technological challenges. Consilio provides expert assistance in the development of sound information governance strategies and implementation plans that enhance legal and regulatory compliance, lower eDiscovery and storage costs, protect and secure sensitive data, and foster productivity and collaboration.

## WHY CONSILIO?

- **Best Information Governance Solution (2016)** *The National Law Journal*
- **Best Information Governance Provider (2014, 2015)** *New York Law Journal's Reader Rankings*
- **Outstanding Vendor-Contributed Magazine Article (2015)** ILTA Publication Awards

## Simplifying a Global Retention Schedule

*A large multinational retailer struggled to implement multiple country-specific, cumbersome, records retention schedules, unsure whether the recordkeeping regulations across all jurisdictions had been identified.*

*Our team partnered with the client to:*

- Consolidate the retention schedule from over 500 categories to 80.
- Research legal requirements for all countries within scope.
- Streamline multiple schedules into one global records retention schedule.
- Deliver the retention schedule to employees in a dynamic, interactive format.

## COMPREHENSIVE APPROACH

Our comprehensive approach enables us to deliver end-to-end solutions that consider information governance needs, enabling technologies and business process improvements. We help define your governance requirements and design strategies that drive compliance with those requirements. Our services include:

- **Information governance diagnostic assessments and analyses**, including strategy and implementation plans designed to achieve measurable results within realistic timeframes.
- **Privacy assessments, program recommendations, data classification standards, data maps and data flows, privacy policies, and training**, all with the objective of helping protect and secure an organization's most sensitive and critical data.
- **Evaluation, development, updating and globalization of records retention schedules** using our extensive domestic and international regulatory research capabilities.
- **Enterprise content management strategies, implementation plans, road maps and detailed project plans.**



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***“We weren’t sure how or where to start. The Consilio team came in and not only designed the path forward but guided us to success.”***

-VP Compliance  
Fortune 200

- **Email management strategies, process improvements and enabling technology tools.**
- **Evaluation, selection and guidance on a variety of applications, systems and platforms** that support retention schedule management, imaging, discovery, data mapping, legal holds, contract management, enterprise content management and collaborative technologies.
- **Data remediation and defensible disposition strategies.**
- **Change management services** for deploying change into the organization’s business processes and systems.

### **Expanding RIM Program from Physical to Digital Records**

*A large pharmaceutical discovered its mature records and information management (RIM) program for physical records failed to adequately manage its electronic records and information, creating unnecessary risk and cost to the organization.*

*We partnered with the client to:*

- *Conduct a comprehensive assessment that included shared drives, document and content management systems, collaboration environments, email, and structured data systems.*
- *Create a holistic information governance strategy leveraging technology and enhanced business processes.*
- *Clearly define resources, roles and responsibilities.*
- *Build an actionable, implementation road map that allowed the organization to attain measurable success and show ROI.*

## **WHAT SETS US APART**

Consilio is a leading provider of independent and objective information governance consulting services. Our team of industry-leading experts designs, develops and implements all aspects of effective information governance programs. We partner with our clients in organizations of all sizes to help them achieve their objectives through strategic vision, in-depth knowledge of information governance and a total commitment to excellence. Our skilled professionals offer:

- **Technical understanding of existing and emerging software solutions and best practices.** We maintain an open, vendor-neutral relationship with product providers, allowing for independent and unbiased counsel to our clients.
- **Knowledge of the domestic and international legal and regulatory requirements** that impact data retention and disposition, privacy and discovery.
- **Expertise in a wide variety of industries** including education, engineering, entertainment, financial services, food services, government, healthcare, insurance, law firms, manufacturing, medical device, nonprofits, oil and gas, pharmaceutical, technology, transportation and utilities.
- **Consulting experience to successfully implement and project manage a program and then manage change across the organization.**

*Contact Consilio today to learn how we can help you achieve your information governance goals at [info@consilio.com](mailto:info@consilio.com).*