

# Information Governance and Compliance

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

- Provide expert assistance that's critical to meet today's complex and demanding challenges
- Developed, sound information governance strategies and implementation plans to enhance compliance
- Lower eDiscovery and storage costs, protecting and securing sensitive data, and fostering productivity and collaboration.

## 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 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.

## 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.**
- **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.



Global Leader in Legal Consulting and Services

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## 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.**

*“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

## By the Numbers

**5,400+**

Team Members, including eDiscovery, Cybersecurity, Data Forensics & Compliance Risk Assessments Experts

**100+**

Dedicated Software and Database Engineering and QA Team for Patented and Patent-pending Solutions Development

**70+**

Regions with Consilio Presence **Spanning 11 Countries**

### 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.

**Ready to Learn More?**

Visit [consilio.com/complete](https://consilio.com/complete) or email [info@consilio.com](mailto:info@consilio.com)