



## CASE STUDY

# Energy Company Replaces a Manual Ediscovery Process with ZDiscovery

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- General Counsel

The legal team at a large energy company was struggling to manage an increasing volume of ediscovery matters using a traditional combination of manual processes and outside counsel support. The manual processes were slow, prone to error, and unable to scale for growth. At the same time, the costs of outsourced data processing and review were skyrocketing as data volumes and fees escalated.

The department's general counsel tasked the team with identifying a software solution that would help them take back control of the ediscovery process, reduce risk, and reduce costs. They ultimately selected Zapproved's ZDiscovery suite for ease of use, automation, and cost savings.

## Challenges

The legal team relied on a mix of manual workflows and outside counsel to handle their litigation response and ediscovery processes, from preservations to processing and review. Paralegals spent 20% of their time issuing and tracking legal holds alone, and document review could take up to two weeks per matter for small matters.

The legal department also had to defend their preservation processes in court two to three times a year, which was difficult to document with the existing system and resulted in lengthy depositions.

## Key Results

- Tens of thousands of dollars of savings per matter
- 75% reduction in time spent issuing and tracking legal holds
- Dramatic reduction in document review timelines (weeks to 1-2 days)
- Defensible audit trail protects against sanctions

## How Zapproved Helps

The team invested in ZDiscovery, an intuitive and powerful ediscovery platform designed specifically for legal teams. The cloud-based solution empowered the team to streamline litigation response from legal holds through processing and review.

The Legal Hold Pro module in ZDiscovery provided the team with a complete system to effortlessly initiate legal holds, manage custodian communications and compliance, and oversee a defensible preservation process. Digital Discovery Pro, the processing and review engine, gave the team the power to significantly reduce ediscovery costs and resolve matters faster.

## Results

The legal team experienced an immediate and substantial reduction in the amount of time spent managing and tracking legal holds, going from 8+ hours a week to roughly 5-6 hours a month.

The company's paralegals used Legal Hold Pro's audit trail to defend the preservation process in depositions, avoiding potential sanctions and vastly reducing stress. "Before Legal Hold Pro, our paralegals would spend up to 6 hours in depositions each time," said the general counsel. "Now the depositions take under an hour."

Additionally, Digital Discovery Pro enabled the team to significantly reduce the cost of review by handling data processing, culling, and review in-house as needed. For larger matters, they now process and cull the dataset before granting outside counsel access to review relevant information - all from the ZDiscovery platform.

The company has seen a huge cost savings from simply reducing the amount of documents sent to outside counsel, saving tens of thousands of dollars per matter.



### ABOUT ZAPPROVED®

Zapproved's ZDiscovery platform is designed specifically for corporate legal teams to take control of ediscovery from the moment litigation is anticipated until the matter is resolved. Our powerful yet intuitive system equips teams to confidently reduce reliance on outside providers, dramatically lower costs, and simply build a better process. Backed by ironclad security and unrivaled customer support, our enterprise-class software is trusted by more corporate legal teams than any other.

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