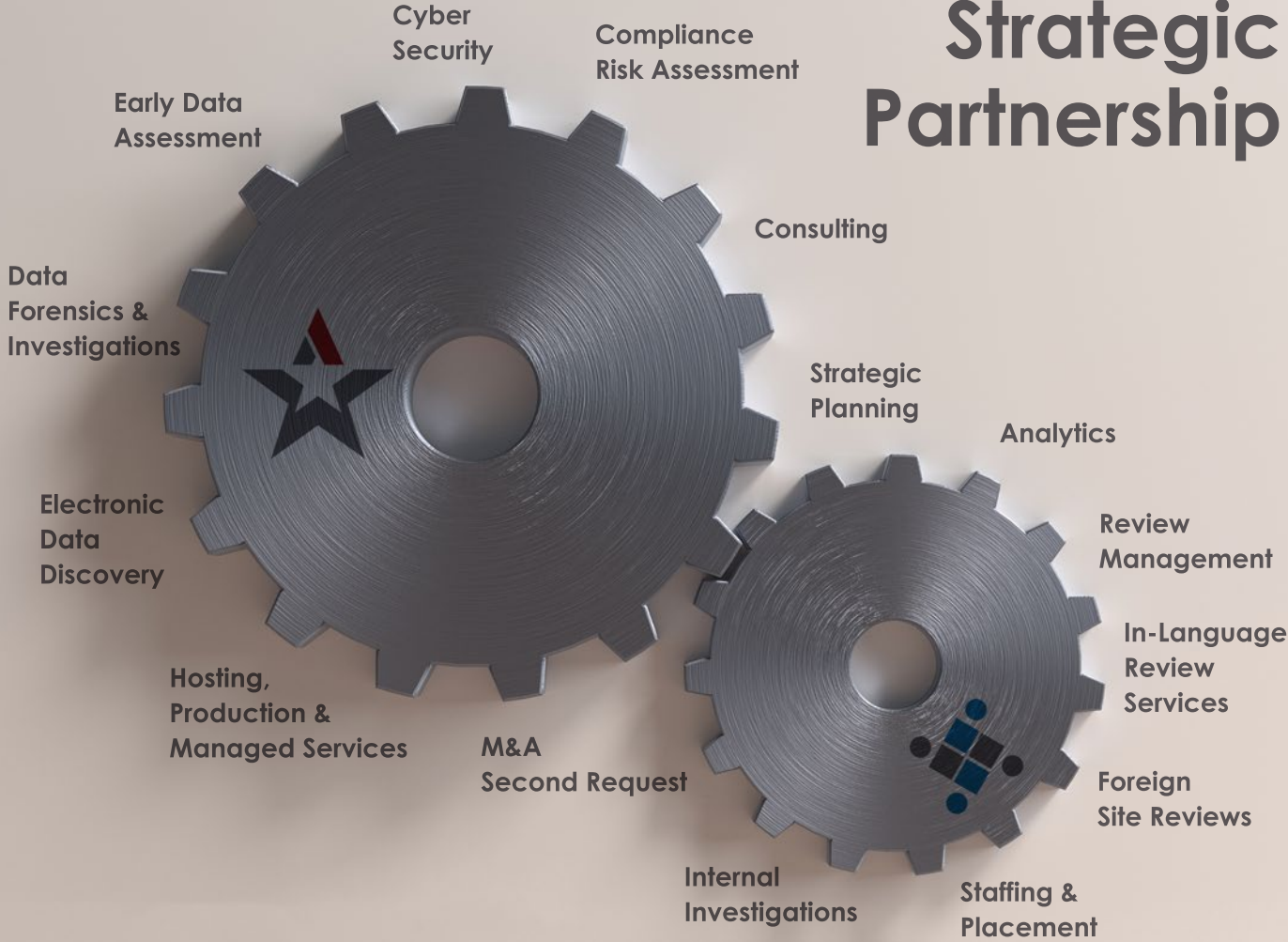


# Strategic Partnership



consulting  
cyber security  
data forensics  
discovery



**SuperiorReview**  
consulting ■ e-discovery ■ compliance

Altep, Inc. is SuperiorReview's core partner and a minority shareholder.

We have been partnering with Fortune 100 corporations and their law firms since the early 90's, and we're well established as an industry leader in the management of data-intensive litigation and investigations. Our track record of agility and innovation includes complete, accurate production of millions of documents over the past 20 years.

Given the tightly-coupled nature of our businesses, SuperiorReview is able to sub-contract with Altep for a variety of data acquisition, processing, management, and hosting services.

## Strategically Aligned



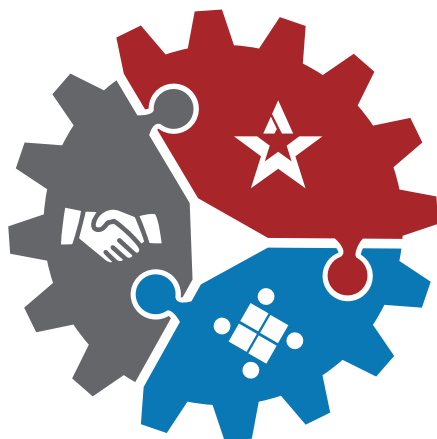
SuperiorReview is a national certified Minority Business Enterprise which focuses on efficient, budget-friendly and defensible document review projects. We are headquartered in Houston and also have review facilities in Dallas. Projects may be conducted at our sites, or we can easily send our vetted and experienced reviewers to the location of your preference - whether in the U.S. or abroad.

# Services

Dozens of eDiscovery firms can process and host ESI, but few can provide comprehensive, flexible service and support throughout every stage of the discovery lifecycle.

Altep and SuperiorReview offer tailored services from collection through production, plus wisdom earned throughout two decades as trusted discovery and review management firms.

Our teams are comprised of a diverse group of experts who have experience in discovery management for both law firms and corporations. We continually refine our approach to litigation support, adopting emerging technologies and developing innovative processes to help our clients respond to the challenges posed by a complicated ESI landscape.



consulting  
cyber security  
data forensics  
discovery



- Consulting
- Compliance Risk Assessment
- Cyber Security
- Early Data Assessment
- Data Forensics and Investigations
- Electronic Data Discovery
- Hosting, Production & Managed Services



**SuperiorReview**

consulting ■ e-discovery ■ compliance

- Strategic Planning
- Consulting
- Analytics
- Review Management
- In-Language Review Services
- Foreign Site Reviews
- Staffing & Placement
- Internal Investigations
- M&A Second Request

# Consulting

Altep and SuperiorReview provide tailored consulting services to help you plan and execute an effective, affordable discovery management program.



## **Data Map Development**

Working with your legal and technology departments to identify critical data sources and create a living inventory of locations, data types, associated hardware and software, accessibility, and ownership, we create a data map which then serves as a primary reference for data collection and discovery strategies.



## **Data Retention Policies**

Our consultants will interview department leaders and other critical personnel to learn how data is typically created, stored, and destroyed. Using this information, we will work with you to define and implement an appropriate data retention program and ensure that it is well-documented and consistently applied.



## **Legacy Data Management and Analysis**

As part of the data retention program, our consultants will examine legacy data and provide recommendations regarding its disposition. When necessary, we convert the data to an updated, usable format such as searchable PDF or TIFF.



## **Data Reduction Strategies**

Altep consultants can assist you in developing defensible strategies for filtering and culling your data population to eliminate immaterial files and safely reduce the volume of documents to be processed, hosted, and reviewed.



## **Re-purposing Case Data**

For on-going, multi-jurisdictional litigation, our data experts can help you re-purpose previously-reviewed data to meet current discovery requirements, saving you time and money.

# Compliance Risk Assessment

To support our clients in preparing for and responding to increasing regulatory activity, Altep now offers a powerful data assessment and auditing platform:



Riskcovery® is **a concept-driven analysis and identification system**. In many ways, it's similar to a smoke detector.

Just as a smoke detector is designed to alert the homeowner to the possibility of danger in the form of a fire, Riskcovery is designed to alert corporate governance to the possibility of compliance, ethics, and even procedural issues. It's a powerful means of **proactively auditing** your corporation's document population for signs of a problem, so that you can take action to address the situation before an internal investigation or government inquiry commences.

Riskcovery uses a predefined taxonomy of documents and e-mail which describe specific ideas of interest to find and categorize materials with similar meaning. Alternately, it can dynamically cluster ingested documents and emails based on their conceptual content, allowing preliminary investigation and identification of prevailing ideas in the absence of a formal taxonomy.

# Cyber Security Services

Altep's experts are poised to assist you with proactive and reactive services addressing all aspects of cyber security, information privacy and data incident investigations.

## Proactive Services

Altep provides a variety of services to help prepare and protect clients before a breach happens. From Information Systems Audit services to Penetration Testing, Altep experts are on the cutting edge of preventing data loss and theft.

Information Systems  
Audit Services



Data Incident  
Investigation &  
Response

Data Breach  
Notification



## Reactive Services

In the event of a data breach, Altep's Information Security leaders have the tools and expertise to quickly and efficiently identify and remediate data breaches. Our teams help navigate the difficulties of data breaches, allowing you to focus on the resulting related business activities.

# Early Data Assessment & Electronic Data Discovery

Early Data Assessment allows Counsel to develop a strategic understanding of the data that comprises a discovery effort before important decisions are made. The analysis provides an immediate perception of the nature and content of the data population, enables informed discovery decisions, and allows Counsel to set filtering and culling rules to reduce the size of the data set before processing.

Altep and SuperiorReview offer interactive Early Data Assessment in the Nuix<sup>®</sup> platform, which allows users to filter items by file type, run complex queries to identify and tag items of interest, and preview files in PDF or native form for e-mail collections.

Most companies today do business electronically, using centralized servers to store and share information. Spreadsheets, databases, and other types of electronic files such as e-mails and text messages present unique discovery challenges. Collecting, organizing, reviewing, and producing this information in an efficient and effective manner can prove expensive and time-consuming for any organization.

**Altep has developed a proven process for managing the complexities of ESI.**

First, we filter collected data via Nuix<sup>®</sup>. This allows us to exclude system files, run queries, and de-duplicate, safely reducing the volume of documents that will need to be processed and reviewed.



Next, we utilize an industry-standard eDiscovery platform to process files and email, which yields text and metadata.



After processing, files and metadata are loaded into the review platform of your choice, or provided in one of many industry-standard load file formats.



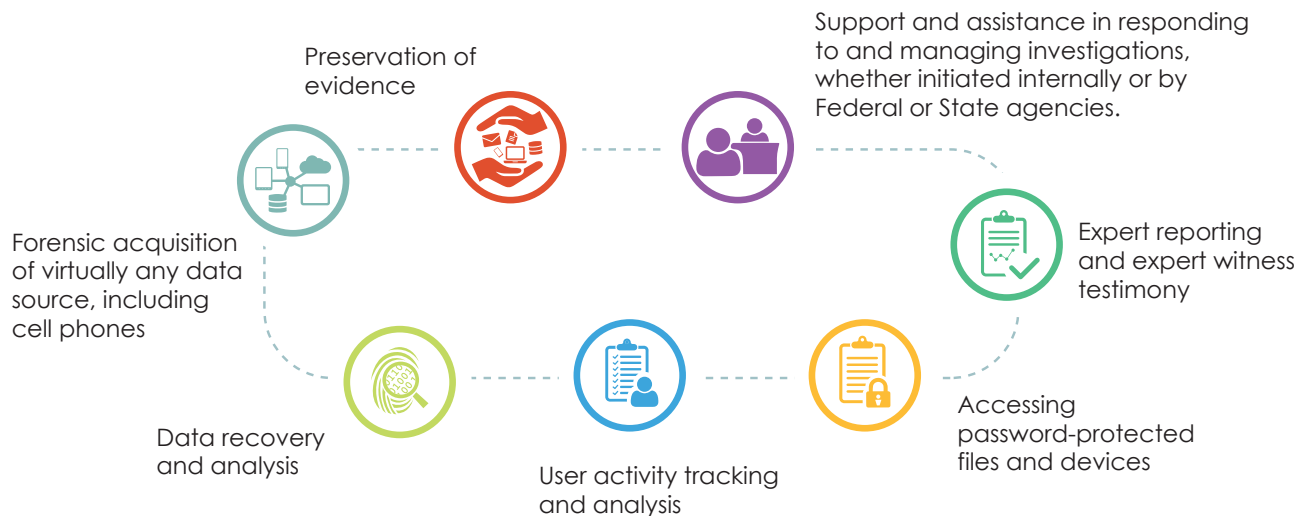
# Data Forensics & Investigations

Altep's team of Certified Computer Forensic Investigators are recognized as leaders in their field, and have assisted with thousands of cases, from high-profile matters involving global law firms and corporate law departments, to complex data analysis in support of state and federal investigations.

Altep's forensic examiners help clients uncover the data that can make or break a case, utilizing state-of-the-art technologies and forensically sound procedures and tools.

In every engagement, we provide comprehensive reports that are understandable to the lay person, in a format that has been repeatedly proven in legal proceedings.

## Our Forensics Team Can Assist You With





# Secure Hosting, Review & Managed Services

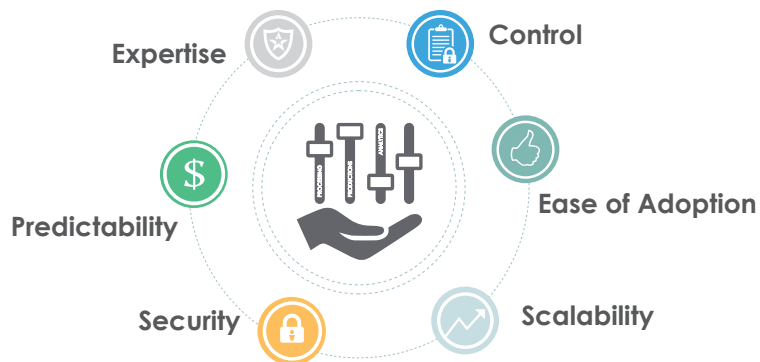
Altep provides Tier 1 technical infrastructures supporting more than two petabytes of data storage capacity. We routinely host document review projects in the hundreds of millions of pages. Currently, Altep offers document hosting, analytics, review, and production via Relativity and Eclipse.

Each of these platforms provides a wide array of flexible, easy-to-use features, including customizable workflow management, integrated conceptual analytics, and on-demand progress and accuracy reporting. By leveraging these advanced features, review managers can promote enhanced efficiency and accuracy throughout the review project.

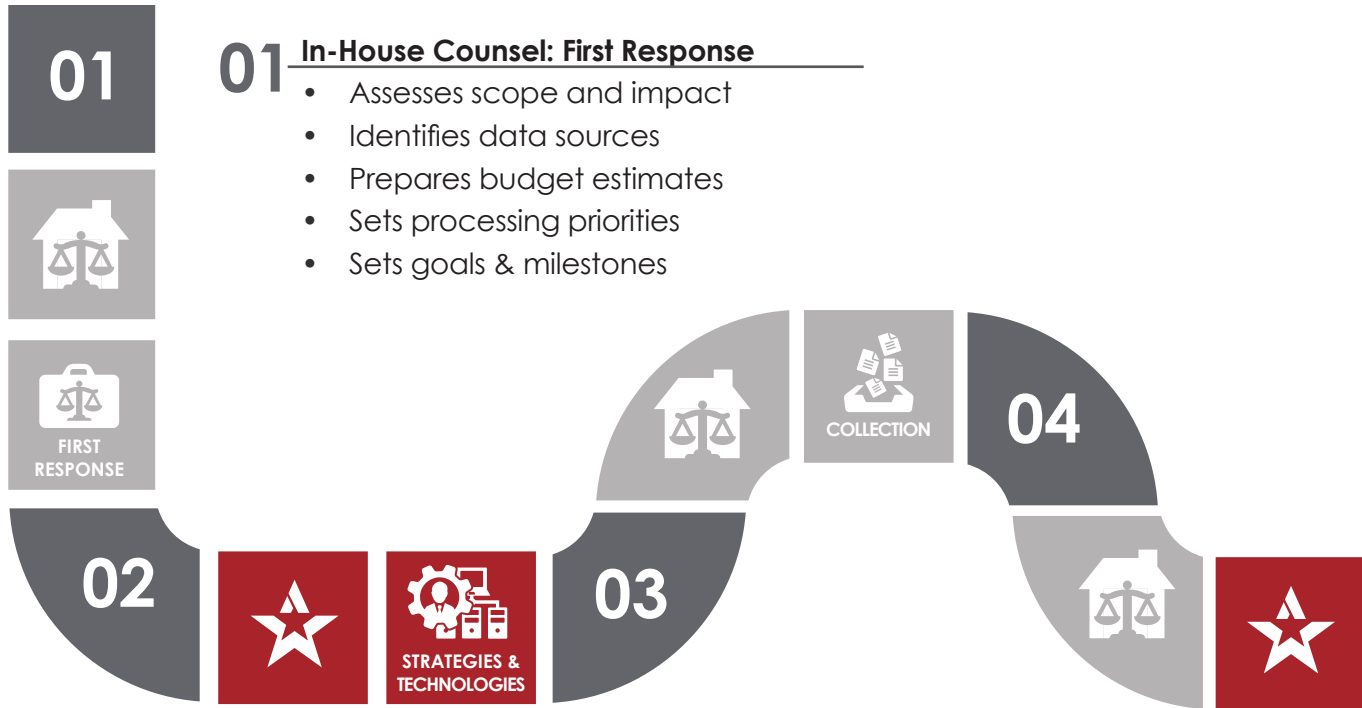
**Altep, Inc. is a Relativity Best in Service – Orange Level hosting provider**



“Managed Services” are typically specialized offerings provided by service bureaus over a multi-year period, using standardized and repeatable (often tailored) processes. In eDiscovery, Managed Services usually refers to processing, hosting, review, and data administration functions which are provided to a corporation or law firm. Altep’s managed services provide clients with administrative control of a proven eDiscovery operation, including secure infrastructure, expert people, and repeatable processes, eliminating the burden of having to build it themselves. The result is a material reduction in eDiscovery costs and an increase in efficiency and accountability.



# Partnership Model



- 02** **Altep: Strategies & Technologies**
- Assists with identification of key custodians
  - Evaluates data map & consults re: data sources
  - Proposes & refines EDD processing criteria
  - Proposes standard production specs

- 03** **In-House Counsel: Collection**
- Collects identified data
  - Sends data to Altep for EDA

We continually strive to deliver the best technologies, the best service and the best results for every client in every case.

## 04 In-House & Outside Counsel: Altep + EDA

- Analyzes data using industry-standard platforms
- Exports reduced population to EDD

## 05 Altep: Processing & Hosting

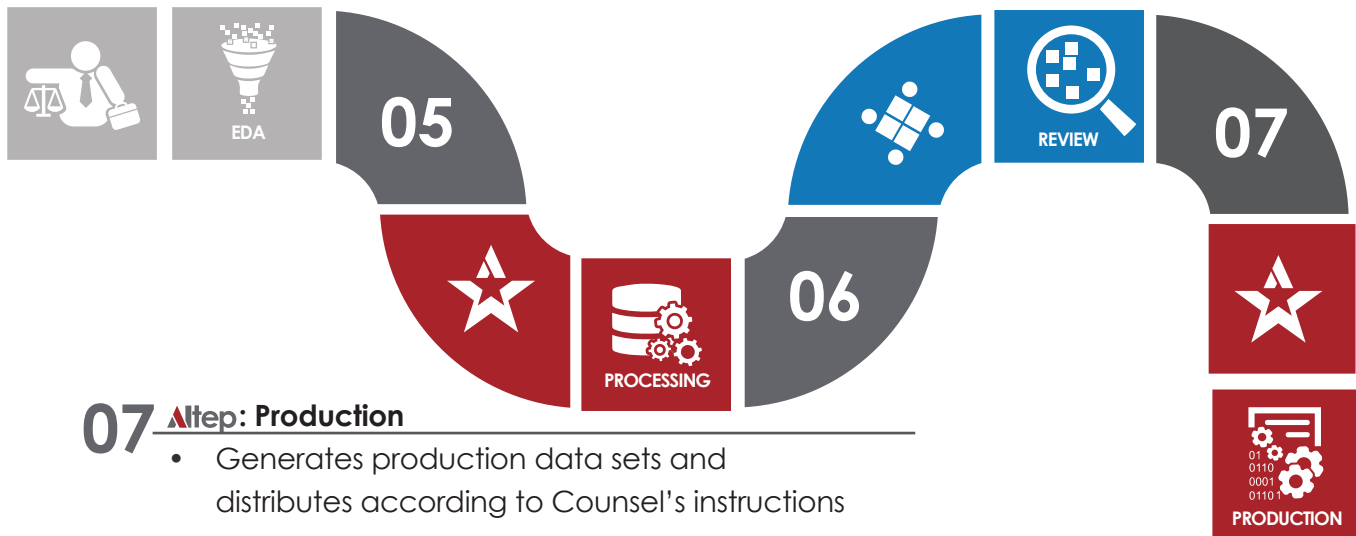
- Performs EDD processing
- Loads data for review in selected platform

## 06 SuperiorReview: Review

- Reviews & tags for production, with direction from in-house and outside counsel

## 07 Altep: Production

- Generates production data sets and distributes according to Counsel's instructions



# Value Proposition

- SuperiorReview offers Project Managers who are certified in advanced data analytics, and Tier 1 early data assessment tools that help you and your outside counsel firms control the costs associated with discovery. Additionally, our consultants assist in developing proactive litigation management strategies to maximize the return on your discovery investments.
- SuperiorReview has broad experience and a long track record of success with complex, data-intensive, multi-jurisdictional litigation.
- For nearly a decade, SuperiorReview has been a preferred service provider for many of the nation's largest, most high-profile corporations, and has assisted corporate and defense counsel with hundreds of discovery projects.



Our consultants are skilled in managing the complex interactions between outside counsel, in-house counsel, corporate stakeholders, and our own technical teams. This frees you to leverage the skills of your litigators more effectively, while promoting consistency, improving accountability, and reducing overall costs.



# Effective Solutions

## Stakeholders

from Technology, Leadership, and other key teams assist in identifying data sources, preparing budget estimates, and defining expectations.



**Outside Counsel** is free to focus on facts of the case, develop an effective defense, and investigate the content of the document population.



## In-house Counsel

assesses the scope and impact of the matter and sets processing priorities and goals to be achieved by the discovery and technology teams.



## Altep and SuperiorReview

leverage their strategic partnership, working with in-house counsel and internal litigation support staff to gain control of data and processes.



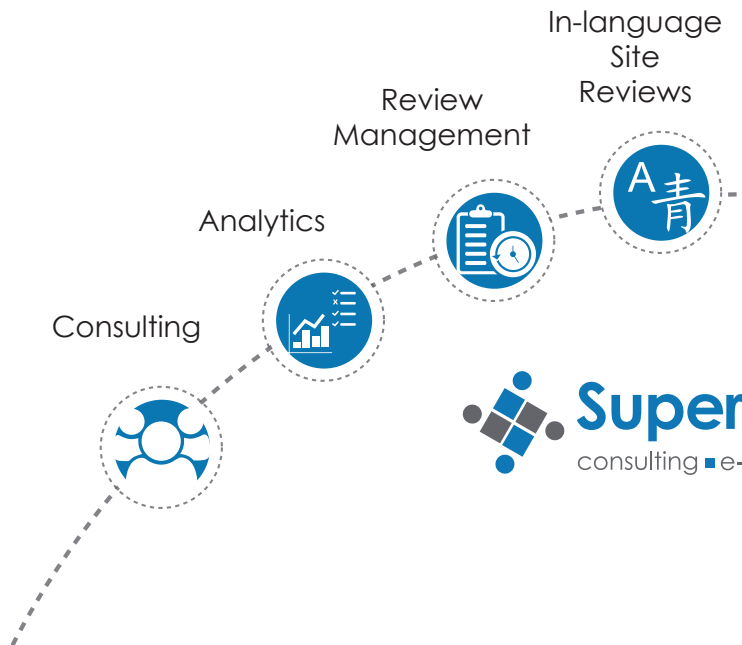
# Effective Solutions

SuperiorReview provides specialized, cost-effective managed review services for AM Law 100 firms and large corporations. Our experienced Discovery Management Consultants have assisted in some of the nation's largest class action lawsuits, managing document review sites staffed with hundreds of attorneys, and overseeing the production of millions of responsive documents. In every engagement, we work with our clients' stakeholders and knowledge leaders to design standards, methods, and processes to govern review, quality control, reporting, and production specifically to meet their needs and requirements.

SuperiorReview offers first- and second-pass review, privilege review, and M&A second request review, as well as early data assessment, discovery management consulting, strategic planning, and case management. Our teams specialize in developing and implementing streamlined workflows built around technology assisted review and concept-driven analytics. In the course of hundreds of complex, data-driven

engagements, these workflows have been proven to produce measurable, repeatable efficiencies and consistently accurate deliverables.

Be it a large-scale review project, a proactive discovery management initiative, or just needing assistance with legal hold management, SuperiorReview can help you develop and implement a realistic project plan, control costs, and achieve your desired outcomes.



# Proactive Methods

## Strategic Planning

Without question, the success of any initiative depends upon appropriate decision making. This is especially true in eDiscovery - priorities and goals must be well-defined, resources must be allocated appropriately, and control and reporting mechanisms must be implemented in order to ensure accountability and avoid negative outcomes.

Leveraging our considerable experience, SuperiorReview assists with the development and implementation of long-term, proactive data and discovery management programs that improve efficiency, reduce reactivity, and deliver predictability and transparency at every stage of the litigation lifecycle.

## Consulting

Our Consultants are attorneys with broad and deep experience in eDiscovery, document review, production, and project management. We're not only litigation technologists - we're also attorneys with a deep understanding of the benefits, limitations, and requirements of both technology and the law. Our experts will help you through project setup and planning, and provide proper guidance, training, and advice at each stage of the engagement.

Foreign  
Site  
Reviews



Internal  
Investigation



Staffing &  
Placement



M&A  
Second  
Request



# Diverse Innovations

## **Analytics**

Our experts are broadly skilled in the use of sophisticated data analytics technologies to promote focused, cost-effective review. Using tried-and-true workflows, we integrate concept searching, categorization, clustering, and other related techniques into the review process to help you realize gains in efficiency and work product quality.

## **Review Management**

SuperiorReview provides full-service review planning and project management, or a sub-set of services tailored to augment your own available resources. Our level of involvement will be determined entirely by your requirements and goals, and we easily scale our activities to complement your efforts as they evolve.

## **In-language Site Reviews**

For complex litigation in the global arena, SuperiorReview can assist with in-language review services and on-site review projects. We have handled review projects in Spanish, Portuguese, Arabic, and Mandarin Chinese, and we contract native speakers within our network of licensed, qualified attorneys to assist with document review projects in virtually any language.

## **Foreign Site Reviews**

As needed, we can train and deploy review teams to manage projects in virtually any location in the United States or abroad.



# Specialized Services

## **Staffing & Placement**

When the scope of a discovery project exceeds the capabilities of your internal resources, SuperiorReview can augment existing legal staff with highly-trained, experienced contract reviewers for document review, research, and case preparation. As needed, we can also identify and vet experienced knowledge leaders for placement in non-standard or specialized roles.

## **Internal Investigations**

After a decade of high-profile financial scandals, consumers, employees, regulators and the media have all become hyper-sensitive to corporate malfeasance. The merest suggestion of impropriety can quickly result in an investigation, and both the scope and frequency of regulatory activity have expanded.

The ability to mount an appropriate response to an investigation - whether internal or federal in nature - is becoming increasingly critical for those charged with corporate governance. Complex information and technology infrastructures require a sophisticated approach to e-Discovery, and heightened scrutiny from both the public and government agencies necessitates a response plan that is both inward- and outward facing.

SuperiorReview provides expert consultative support, assisting with development of protocols that will support an effective response and minimize the long- and short-term impact of any investigation.

# Specialized Services

## **M&A Second Request**

United States anti-trust law requires review of proposed mergers and acquisitions that are valued above a certain threshold. Proposed transactions are reviewed by either the Department of Justice or the Federal Trade Commission, depending on the industry and the potential impact of the deal. In most cases, the parties must submit substantial financial and operational documentation in order to substantiate their claim that the proposed transaction will not create unfair trade conditions.

If the reviewing agency has questions or concerns after its initial assessment, it may request the production of supplemental documents called a “second request.”

While many of the processes and methods used to fulfill a second request are similar to those leveraged in litigation, given their nature, the strategy and approach of a second request review are necessarily unique, inasmuch as the parties are inclined to produce more, rather than less, in an effort to secure approval for the transaction.

A variety of workflows may be used in response to a second request, depending on the nature and quantity of the material and available technologies and resources. SuperiorReview’s consultants can provide essential advice and guidance regarding the methodology best suited to your organization’s needs.

DECADES OF **EXPERIENCE.**

PROVEN **TECHNOLOGIES.**

UNSURPASSED **SERVICE.**



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Compliance Risk Assessment

Cyber Security

Early Data Assessment

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Strategic Planning

Consulting

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M&A Second Request

SuperiorReview is Certified as a Minority Business Enterprise by the National Minority Supplier Development Council (NAICS Code 518210 and 541611). SuperiorReview is also a member of the Southwest Minority Supplier Development Council, Houston Minority Supplier Development Council, and the Chicago Minority Supplier Development Council.

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