



Legal Department Document Management

EMC Consulting offers industry-specific expertise to help you manage the information lifecycle and improve legal spend.

Challenge

The legal departments of today's global corporations face the challenge of serving company needs across the globe while controlling operating costs. Because each country presents its own regulatory requirements, document management issues are compounded. And failure to manage documents appropriately leads to inefficiency, increased compliance risk, and greater legal spend.

The legal department of one global pharmaceutical company found that its inadequate document management system was exposing the company to unnecessary financial and regulatory risk. The lack of both a lifecycle management system and a central repository meant that lawyers, paralegals, and administrative staff spent time searching for documents or reproducing content which might have been found in existing documents. The company engaged EMC® Consulting to develop a solution.

Solution

The EMC Consulting team worked with legal groups across the company to gather requirements for a central repository and define new business processes for legal document management. Consultants then designed an EMC Documentum®-based solution for core document management functions (e.g., library services, folder structure/ taxonomy, search, document lifecycle, metadata management). The new document management system and the existing Matter Management and Intellectual Property Management systems were integrated. In addition, EMC developed an approach to migrating legal documents and metadata from multiple legacy departmental systems to the new platform.

Result

The EMC Consulting solution is expected to produce over \$1 million per year in productivity improvements. Attorneys now will be able to search for and reuse content from existing documents. This not only will improve internal efficiency, but also will reduce legal spend associated with purchasing services from outside firms. And the new document management capabilities will reduce compliance risk significantly.

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Take the next step

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