Ogier

Ogier Regulatory Consulting e-Discovery Services

DSAR Response Workflow

Ogier Regulatory Consulting's streamlined e-Discovery service is tailored for efficient and compliant Data Subject Access Request (DSAR) responses. Our in-house experts combine digital forensics and e-Discovery experience with the best-in-class RelativityOne platform to deliver a robust, defensible DSAR workflow.

Key benefits:

- Simplify complex DSAR data collection and processing
- Facilitate efficient legal review and collaboration
- Meet regulatory deadlines and expedite DSAR resolution
- Ensure data protection compliance at every stage

Our DSAR response workflow



Secure intake and verification:

- Confirm requester identity and legitimacy
- Log and track DSARs for audit and compliance



Data scoping and collection:

- Identify all relevant data sources (databases, file systems, cloud storage)
- Define collection criteria: date ranges, data types and custodians
- Utilise RelativityOne for secure and efficient data collection



Data ingestion and processing:

- Import collected data into RelativityOne, handling all formats
- Ensure proper staging and verification for defensible processing



De-duplication:

- Apply built in de-duplication features to streamline review
- Use hash matching and metadata analysis to eliminate duplicates



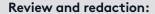


Keyword searching and tagging:

- Develop targeted keyword strategies for precise data retrieval
- Refine searches using filters and Boolean operators







- Thoroughly review data for sensitive or protected information
- Implement robust redaction processes to safeguard confidentiality
- Ensure compliance with data protection laws



Quality control and compliance checks:

- Conduct rigorous quality control to meet legal and regulatory standards
- Perform compliance checks before finalising the response



Response compilation and delivery:

- Compile the reviewed and redacted data into a clear and compliant response
- Deliver securely to the requestor, maintaining a complete audit trail

Technology and expertise

- RelativityOne e-Discovery platform: secure, scalable and Al-enhanced for DSAR workflows
- Digital forensics leadership: over two decades of combined expertise in digital forensics and e-Discovery
- End-to-end support: from intake to delivery, with ongoing case data security and super-user access for ad-hoc queries

Regulatory compliance

Our DSAR workflow is fully aligned with GDPR and UK Data Protection Act 2018 requirements, ensuring defensible, auditable DSAR responses.

Key contacts



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