

# Legal Coding & Unitization



Providing technology solutions for litigation industry using our robust 24X7 support system. Over 10 years of extensive experience in providing E-Discovery and Legal Coding services to clients across the globe

Email us at [info@batishtechnologies.com](mailto:info@batishtechnologies.com) to discuss how we can assist you in gaining competitive advantage with our proven Legal Process Outsourcing (LPO) services.

[WWW.BATISHTECHNOLOGIES.COM](http://WWW.BATISHTECHNOLOGIES.COM)

## Litigation Coding & Unitization

Batish Technologies (BT), provides fast, easy and secure coding services to legal industry businesses. Over multiple years of industry experience, streamlined processes and strict control over quality ensures that your outsourced process is in the best hands. We take pride in building long term client business relationships and exceed client's expectations.

Our highly scalable and cost effective legal coding and unitization solutions will provide you unmatched edge over your business competition.

### E - Discovery



## LEGAL IT SOLUTIONS THAT WORK FOR YOUR BUSINESS

### OBJECTIVE CODING:

BT provides comprehensive objective coding services. Our well qualified, trained and highly experienced coding team works 24X7 to give you the best solution. We code as per the standard bibliographic coding format or as per the coding template finalized in consultation with the client. The coding team works thoroughly to record each field required from each document, which in turn is cross checked by the quality control department.

### SUBJECTIVE CODING:

Our highly trained coders analyze the documents and make short relevant summary of the document for ease of comprehension. BT's experienced team is able to very accurately point out the key information extracted out from a document.

### UNITIZATION / LOGICAL DOCUMENT DETERMINATION (LDD):

LDD is the process of determining document boundaries and capturing the beginning and ending bates number for each document and attachment. We meticulously check and record each document's bates numbers.

### IMPORT TO POPULAR DATABASES:

Specialized coding software is used to maximize consistency and productivity. After stringent coding quality control checks, we export the data in client usable database formats like Ringtail, Summation or Concordance, etc.

**We aim to assist you in bettering your processes in a cost effective way so that you are able to serve your customers better.**



## BENEFITS

- ★ Confidential and Professional Service
- ★ Improved Efficiency and Productivity
- ★ Cost Effective Solutions
- ★ Reduced Overall Costs for eDiscovery
- ★ Flexible and Adaptive Workflows
- ★ Ease of Technology Adoption
- ★ Experienced Team
- ★ 24 X 7 Operations
- ★ Scalability
- ★ Security and Reliability

## GAIN COMPETITIVE ADVANTAGE

With our world class support and industry leading technological solutions, you can have a commanding advantage over your competition. Over the years we have brought the smaller firms and companies at par with larger players by providing high value and low cost services along with the ability to work and promote latest technologies in the industry.

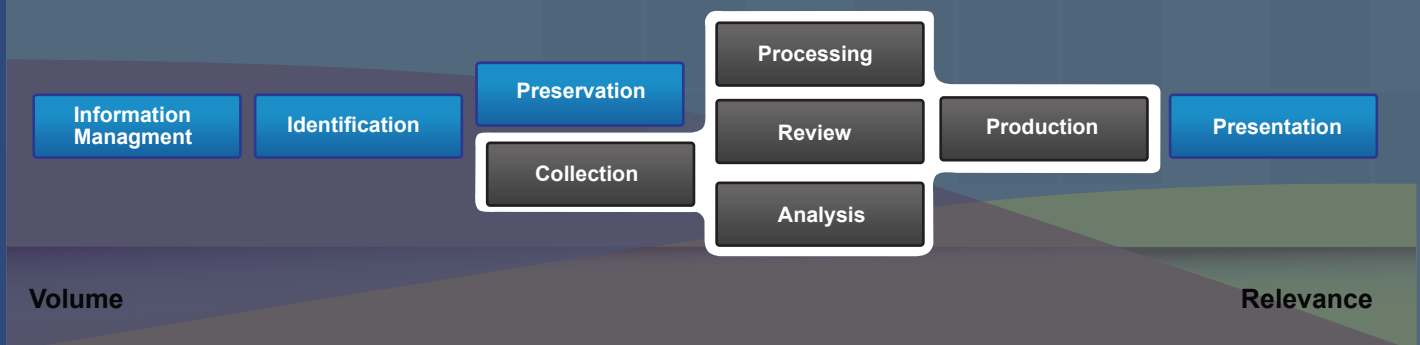
## REDUCED COSTS

With years of experience in the legal technology industry, we can help reduce your overall eDiscovery costs. Our processes are geared for early determination of scope and using ECA tools can help narrow down the volume of key documents to be processed. We have a standardised set of processes which translate into cheaper processing costs while being flexible to match your individual corporate needs.

## BUSINESS PROCESS OUTSOURCING

We also provide a range of BPO services where our staff utilises your existing infrastructure and process your documents in-house at your premises remotely. Such an arrangement can be beneficial for situations when documents cannot leave your premises due to confidentiality or in case you need an ad-hoc extension to your existing litigation support team.

## Electronic Discovery Reference Model



## TECHNOLOGY & TOOLS

We use a range of technologies both in-house and from third party vendors. We are flexible and focused on best interests of the clients and can work with any technology you have. Some of the industry standard tools we have expertise in, are:

- ★ Relativity
- ★ iPRO
- ★ Summation
- ★ Ringtail
- ★ Venio FPR
- ★ Law 5 / Law 6
- ★ Concordance

## EDRM

EDRM ([www.edrm.net](http://www.edrm.net)) is a project, which helps develop standard and guidelines for eDiscovery in general. EDRM focuses on reducing the complexity of the eDiscovery process and the associated costs. At BT, we provide solutions and services aimed at four stages in the EDRM reference model namely-

Collection - Gathering ESI from a variety of sources.

Processing - Processing data to arrive at a subset of reviewable items.

Review - Develop an understanding of the content in a document review platform.

Analysis - A process to increase productivity at each stage in eDiscovery life cycle.

Production - Produce ESI in a format in compliance with agreed protocols and specifications.

**CONTACT US TODAY TO DISCUSS YOUR INDIVIDUAL NEEDS AND LET US DEVISE A SOLUTION JUST FOR YOU.**

## BATISH TECHNOLOGIES