

Legal Hold Module

ASCENT[®] ENTERPRISE LEGAL MANAGEMENT

Integrate and manage all legal hold tasks within ASCENT[®]

Manage the entire legal hold workflow between your team and all custodians. Simplify management using robust capabilities such as automated notification schedules, create and preview email notifications, and choose which custodians to communicate with. The fully-integrated Legal Hold Module in ASCENT[®] takes the guesswork out of the workflow and ensures full compliance with every aspect of the legal hold process.



- Create and schedule email notifications including initial notice and friendly reminders



- Send escalation emails to supervisors of unresponsive or non-compliant custodians



- Easily release a legal hold and track its activity throughout its lifecycle



- Communicate effectively with multiple groups of custodians

ASCENT[®] Legal Hold delivers all-inclusive capabilities:

- Surveys, survey question libraries, and templates
- Automated notifications, escalations, and reminders
- Ad hoc and scheduled custodians activities, as well as activities for individual custodians
- Email notifications templates for initial, reminder, escalation, re-issue, and release content
- Flexible and configurable security for outside counsel access to initiate and maintain legal holds
- Manually maintain custodians, import custodian data, update custodian status, etc.
- View, edit, and create from the legal hold page or from within any matter

