KAHN
CONSULTING INC.

Information Governance Services

The crossroads of business, technology, and law can be complex and an unfamiliar place for many organizations. You want to take advantage of the latest technology advances, but you don't want to expose yourself to unnecessary risk. Kahn Consulting, Inc. works at this crossroads—with a full complement of services ranging from Information Governance Strategies, Social Media Policy Development to eDiscovery Litigation Response Plans. The following includes the services that Kahn Consulting most commonly provides to its clients.

Advisory and Strategy Services

Information Governance Assessment

E-Discovery Program Assessment

Information Governance Program Development

Governance Framework Development

Organizational structure, roles, and responsibilities

E-Discovery Advisory Services

Defensible Disposition Methodology

Advisory Services, Development and Plan Execution

Automated Shared Drive Remediation Services

Structured & Unstructured Data Retention & Disposition Methodology

Policy Development (IG, Social Media, eCommunications, Legal Hold Policy, Various Other IG-related Policies

Content Digitization & Paper Reduction

Microsoft 365 & Google Workspace Governance Rules

Artificial Intelligence Rules

IoT Device Rules

Data Warehouses/Data Lakes Retention Rules

Data Migration to New Environments

Privacy and Security Rules

Training Program Development

Compliance Program Strategy Development

Communication Plans / Change Management Plans

Backup Tape Policy Development Merger

Integration Strategy Planning Archiving

M & A Strategy Planning

Mapping of Sources Strategy Development

Implementation Services

Destruction of Information and Records Standards

Long Term Archiving of Electronic Records Standards

Private Information Standards

Merger/Acquisition/Divestitures Standards

Metadata Standards

Network Security Standards

Office Closure Standards

Biometric Compliance Standards

Preservation Standards

Record Classification Standards

Record Identification and Declaration Standards

Records Inventory Standards

System of Record Standards

Third Party Records Standards

Vital Records Standards

eCommunications / Voicemail Standards

Social Media/Wiki/Blog Standards

Archiving Standards

Artificial Intelligence Standards

IoT Standards

Drone Standards

Legal Research Services – Domestic & International

Records Retention Schedule Development &Updates

Compliance / Audit / Enforcement Plans

Backup Tape Remediation

M & A Data Implementation

Email Management Services

Third Party Risk Management