

# Unify Archive for Lotus Notes

## LEADING EMAIL ARCHIVE FOR LOTUS DOMINO MESSAGING ENVIRONMENTS

With the majority of all business communication and transactions now handled via e-mail, organizations are faced with growing storage volumes as well as compliance, legal discovery and risk issues associated with managing large and growing volumes of information.

Unify Archive for Lotus Notes is an archiving and management solution for Lotus Notes e-mail. Unlike point solutions built for general purpose archival, Unify Archive for Lotus Notes provides a single platform to address efficient archival and retrieval of Notes documents to reduce the size of the Domino databases and manage the risks associated with the retention, disposition and management of e-mail records

### Policy-Driven Archive

Unify Archive for Lotus Notes enables organizations to implement and enforce policy-driven archival to address key storage issues impacting Lotus Domino email environments, such as server backups, restores, capacity planning and quota management. Unify Archive for Lotus Notes also addresses stringent requirements for legal discovery, regulatory compliance and corporate governance, within the same platform.

### Optimized for Lotus Domino

Unify Archive for Lotus Notes has been optimized for Lotus Domino environments and is an integral component of the of the Unify Archive Platform™, a single software platform and archive designed to manage disparate electronic records including e-mail (Lotus Notes, Microsoft Exchange, Sun Java Messaging Server, and Standard Internet formatted messages) and Instant Messages (such as AOL, MSN, Yahoo, Reuters, Sametime), from initial capture and indexing through to archiving,

retention, long-term preservation, search, extract and ultimate destruction with a full chain of custody.

Unify Archive for Lotus Notes has been implemented by major organizations around the world to:

- Significantly reduce the costs of their Lotus Domino infrastructure (especially disk space, Tier 1 storage and associated management costs)
- Enhance the speed and performance of regular e-mail backup and restores
- Enforce corporate policies for regulatory compliance and corporate governance
- Reduce the time and cost associated with legal discovery requests

### Address Regulatory Compliance

Organizations can choose to capture all or selected messages (inbound, outbound and internally delivered) for specific users before they are delivered to a recipient's mailbox.

Irrefutable data is captured and stored within the archive and an auditable chain of custody maintained for every message and attachment, enabling organizations to enforce compliance and legal discovery policies and comply with regulations such as:

- SEC 17a-3, 17a-4 and NASD 3010
- FDA Title 21, Part 11
- Telecommunications CFR Title 47 Part 42
- Sarbanes-Oxley
- HIPAA 1996, Public Law 104-191, Parts 162, 164
- UK: Financial Services Authority
- France, Commission des Operations de Bourses
- Australia: National Archives of Australia



- Market leader in Lotus Notes email archiving
- Clients include the world's largest Lotus Notes customers
- Reduce storage costs
- Speed time for legal discovery requests

Archiving  
eDiscovery  
Compliance



## Search and eDiscovery

Extensive search and legal discovery capabilities are integrated within the overall platform capabilities. This includes full-text search capabilities and legal holds and discovery functionality designed specifically to be used by non-IT personnel.

## Easy End User Access to Archived Email

Based on flexible archival rules (such as dates, soft quotas, message size, content), organizations can manage each user's mailbox according to corporate policies. Original e-mails are removed from the user's mailbox and replaced with a stub (or shortcut) which allows the archived e-mail to be accessed seamlessly from the Notes inbox or via a web based search portal with a single click. The process is transparent to end-users and requires no training.

Full offline/laptop support is provided to ensure that mobile users continue to have access to archived data while disconnected from the network.

All messages archived through Unify Archive for Lotus Notes benefit from single instance storage (SIS) and compression, significantly reducing storage allocations for e-mail.

## Flexible Policy Management

Organizations can set archiving policies providing virtually limitless mailbox quotas and removing the frustration of "exceeded mailbox limit" message for end-users. When a user reaches 80% of their mailbox limit, for example, e-mail (based on message date, size or content) is automatically archived and the mailbox reduced to the policy-accepted size.

## Storage Integration

A heterogeneous storage environment is supported which includes DAS, SAN, NAS, tape and optical devices, as well as Content Addressable Storage (CAS) devices from NEC, Sun Microsystems, EMC and NetApp.

## Content Supervision

A Supervisory Review application providing full compliance with NASD 3010 which can also be used for general supervision of content is available within the platform.

## About Unify / AXS-One

Unify /AXS-One deliver the Unify Archive Platform™, a market leading content archiving solution for records management, compliance and eDiscovery. The Unify Archive Platform™ is a single archive platform that enables organizations to reduce storage costs, speed the performance of email and file system backup and restores, enforce policies for compliance and corporate governance and reduce costs and time for legal discovery requests.

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