

CAPSTONE DOCUMENT REVIEW

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CONCEPT NOTE

GET IN TOUCH

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PROBLEM

Document review is often the most expensive component of litigation, arbitration or an investigation. There are three factors which play a key role in any document review process – the review of documents by lawyers, technology for conducting the review and effective project management.

There has been significant improvement in technology supporting document review by use of artificial intelligence, cloud based storage and strict security & confidentiality protocols. Software companies provide state of the art platforms for document review and other components which support electronic discovery/disclosure of documents.

With respect to document review, there are two options which any law firm or managed review company has to choose from for carrying out manual review of documents with the support of technology. The options are -

- a. Using the lead law firm to carry out document review.
- b. Contract lawyers either managed directly by lead law firm or by managed review companies.

The disadvantages of using the options mentioned above are -

- a. Using lead law firm document reviewers is cost prohibitive. They are also not used to working on state-of-art document review platforms because it is not their core competence which makes them spend more time on the task which also adds up to the cost.

- b. Contract lawyers for document review tasks also have their own set of disadvantages. Contract lawyers can be broadly characterized in two categories:
 - Lawyers licensed to practice law in the jurisdiction where the review process is going to be conducted.
 - Foreign qualified lawyers engaged through managed review companies or legal staffing companies.

Licensed lawyers (first category) who are generally engaged for document review work for a fraction of the cost (in their own country) compared to lawyers working with law firms. These licensed lawyers are neither engaged full-time nor do they have the necessary skills to handle big ticket litigation. The only reason why they are engaged for the job is because they have a law degree which is hardly a measure of their competence to carry out document review.

Foreign qualified lawyers (or law graduates) engaged by managed review companies using offshore service providers work with Legal Process Outsourcing (LPO) companies. Most of them are not licensed to practice law and do not have any prior experience in handling an actual litigation or an investigation. Even the big players among LPOs engage low quality and low cost law graduates to carry out document review which leads to low productivity and almost negligible accountability due to the temporary nature of their job.

DISPUTES WORTH
\$ 1 BILLION
HANDLED IN 2019

200 CASES IN 2019
AND 21 DOCUMENT
REVIEW
ASSIGNMENTS

NO CONTRACT
REVIEWERS

REGULATED BY BAR
COUNCIL OF INDIA

RECOGNIZED BY
LEADING LAW
MAGAZINES IN ASIA

EXPERIENCE WITH
INTERNATIONAL
LAW FIRM CLIENTS

SOLUTION

An in-house document review team comprising of experienced, full-time and tech-savvy lawyers is the optimum solution for document review tasks. Capstone has a team of lawyers exclusively dealing with document review which is headed by a Partner at the Firm and day-to-day management is handled by a Senior Associate having a substantial experience in handling document review assignments.

We stand out among options because of the following credentials:

- Capstone is a dispute resolution law firm and not a LPO. India is the world's fifth largest economy and it has close to 250 law firms which cater to the \$10 billion legal market. Among these law firms:
 - Capstone has been identified as a 'Rising Star' by Vantage Asia, Hong Kong. Capstone is in the list of fifty fastest growing law firms in India. Vantage Asia is considered to be one of the most reputed legal magazines in Asia which has recognized the growth of the firm.
 - Singapore Academy of Law (SAL) which is Singapore's apex law society has recognized Capstone in its report on 'Innovation in the Asia Pacific – 2019' as a law firm providing state-of-art legal services in document review. The report acknowledges only two law firms in India and Capstone is one of them.
- In 2019, Capstone handled more than 200 disputes and conducted 21 document review assignments for international law firms and multinational companies. This experience is reflected in our document review team. Due to such high valued legal work being handled, we have strict in-house confidentiality and conflict check protocols.
- Capstone has experience in handling high valued cases. Last year, the total quantum of disputes and assignments handled by Capstone are valued at around \$ 1 billion. As a full service law firm, regulated by Bar Council of India, we are accountable by law to a regulator which is not the case with any LPO in India.
- We are the thought leader in the field of electronic discovery/disclosure of documents in India. We work with many of the world's leading law firms on a regular basis. Capstone organized the first conference on e-discovery in India in December 2018. Participants from world's leading companies such as Airbus, Walmart, Swiss Re, First American and leading American law firms like Drinker Biddle & Reath [now Faegre Drinker] and Baker Hostetler attended the conference. Leading consultancy companies including EY and PWC also participated in the conference. Dr. Douglas Oard from the University of Maryland and Jason R Baron former Director of the US National Archives were also a part of the expert panel. Knovos and EY sponsored the event organized at India's leading law University – National Law School, Bangalore.