

ISO/IEC 27050-1:2016-11 (E)

Information technology - Security techniques - Electronic discovery - Part 1: Overview and concepts

Contents		Page
Foreword		v
Introduction		vi
1	Scope	1
2	Normative references	1
3	Terms and definitions	1
4	Symbols and abbreviated terms	4
5.1	Purpose and structure	5
electronic discovery		5
6	Overview of electronic discovery	6
6.1	Background	6
6.2	Basic concepts	6
6.3	Objectives of electronic discovery	7
6.4	Electronic discovery foundation	8
6.4.1	General	8
6.4.2	Competency	8
6.4.3	Candour	8
6.4.4	Cooperation	8
6.4.5	Completeness	8
6.4.6	Proportionality	8
6.5	Governance and electronic discovery	9
6.5.1	General	9
6.5.2	Risk and environmental factors	9
6.5.3	Compliance and review	9
6.5.4	Privacy and data protection	9
6.6	ICT readiness for electronic discovery	10
6.6.1	General	10
6.6.2	Long-term retention of ESI	10
6.6.3	Maintaining ESI confidentiality	10
6.6.4	Destruction of ESI	10
6.7	Planning and budgeting an electronic discovery project	10
7	Electronically Stored Information (ESI)	11
7.1	Background	11
7.2	Common types of ESI	12
7.2.1	General	12
7.2.2	Active data	12
7.2.3	Inactive data	12
7.2.4	Residual data	12
7.2.5	Legacy data	13
7.3	Common sources of ESI	13
7.3.1	General	13
7.3.2	Custodian data sources	13
7.3.3	Non-custodian data sources	13

7.3.4	Potentially excluded sources of ESI	14
7.4	ESI representations	14
7.4.1	General	14
7.4.2	Native formats	14
7.4.3	Near-native formats	15
7.4.4	Image (near-paper) formats	15
7.4.5	Hardcopy	15
7.5	Non-ESI as part of discovery	15
8	Electronic discovery process	16
8.1	Overview	16
8.2	ESI identification	18
8.3	ESI preservation	18
8.4	ESI collection	18
8.5	ESI processing	19
8.6	ESI review	19
8.7	ESI analysis	19
8.8	ESI production	19
9	Additional considerations	20
9.1	Presentation of ESI	20
9.2	Chain of custody and provenance	20
	Bibliography	21