







LEGAL MATTER MANAGEMENT SOLUTION

COMMUNICATE ▪ COLLABORATE ▪ REPORT

CHALLENGES WHILE MANAGING LEGAL MATTERS

Legal Risks are becoming major threat to growth, stability & sustainability of businesses, making risk mitigation a top priority for the Board, CEOs and Legal department. While growing competition, fast paced markets, increased consumer awareness, proactiveness of regulatory agencies has increased the no. of legal matters; continuous scrutiny on social & electronic medias has increased the expectations from the in-house legal department.

In-house legal departments are expected to be more efficient, proactive and agile while juggling with cost-pressures, limited resources and time constraint to manage multiple matters. It's daunting challenge for legal team to keep up with legal risks amongst numerous operational challenges like:

 <p>DOCUMENT MANAGEMENT Case docs are managed poorly & inconsistently. Users often rely on physical docs with little to no backup & evidence of who did what and when</p>	 <p>MANAGING VOLUMES With 100's of statutory & legal notices, its difficult to manage and track them individually along with their specific penalties for non-conformance</p>
 <p>REMEMBERING MULTIPLE DUE DATES Legal teams often juggle with multiple dates not just for direct but for matters on behalf of entire organisation, viz. Hearing, notices dates, etc</p>	 <p>CO-ORDINATION AMONST BRANCHES With notices being received at branches across cities, possibility of them getting missed is higher & it often leads to weakening legal stand</p>
 <p>NON STANDARDISATION Data, docs are often stored on various systems and locations, making it difficult to consolidate or retrieve case records and history</p>	 <p>COLLABORATION & CONFIDENTIALITY On legal matter involving both internal and external stakeholder while ensuring confidentiality and privilege rights for data created & shared</p>

HOW WILL LAWRBIT LMMS HELP?



Single application across geos, entities, locations, departments, cases & notices



Manage legal expenses; forecast contingent liabilities & win prospects.



Standardised data collection via secured access, eliminate inconsistencies and misses



Centralised repository for all Litigations, Notices, Hearings, Judgements, Orders, Appeals



Eliminate redundancies & duplicity; improve efficiency, productivity, control legal costs



Generate on-demand reports; schedule email based reports on set frequency



Collaborate with external counsels on litigations, notices. Provide them access to update status, next steps



Management reports, dashboards for overall picture, option to drill down into each matter, case, hearing, notice, etc

TECHNOLOGY FEATURES

With Lawrbit Legal Matter Management Solution, easily track and communicate information related to litigation, notices or arbitrations. Closely integrated components of the solution allows effortless collaboration between counsels and internal legal teams. Allows unique insights into cases, notices, disputes, arbitrations and regulatory investigations.

PLATFORM FOR ALL LEGAL MATTERS

- Gain insight into data in a matter or across multiple matters within location, organisation.
- View data flow on various stages; how much you've collected from a particular custodian.
- Slice / dice data on various parameters; take informed decisions, predict future costs for similar matters.
- Manage Legal Matters, Cases, Litigations, Notices - Send / Received, Hearings, Judgements, Positions, Legal Documents, Intelligence, Lawyers, Costs & more

CASES & LITIGATIONS

- Planning a sound litigation strategy requires accounting for a whole host of variables: *Court Details, Case type, Case Details, Legal Category, Venue, legal issues, Potential Impact - Company / KMPs, Budget, Win / Loss probabilities, Contingent Liabilities, Company's Position, Case Owners, Notification Requirements, Opponent - Party / Lawyers – just to name a few.*
- Lawrbit allows you to capture, add or edit all above & more detailed data around a case
- Upload case related documents
- Preconfigured Courts Masters; mapped with type of cases across India - mapping of 6 lakhs entities

CALENDAR, REMINDER, NOTIFICATIONS

- Key dates and deadlines related to legal matters can be tracked through integrated calendar.
- Resources working for the matter gets automated alerts and reminders for all the scheduled court hearings, appeal and arbitration dates, etc.
- Calendars across teams, external counsels, can be easily viewed and updated.
- Get mail reminders and notifications for case hearings, due dates, etc

LEGAL REQUEST PROCESSING

- Quick addition and allocation of legal notices received with limited data entry.
- User at various functions, locations can raise request with Legal Team on receiving notices
- Quick addition of Case / Notice and transfer in Legal Queue for resource allocation
- Matters are queued and allocated to legal team member basis availability, expertise.
- Legal team can review, accept or decline matters, take appropriate action; create matter, case, notice; update relevant information & allocate within team or external counsel for action

LEGAL MATTERS

- System has a unique flow wherein it captures the entire lifecycle of Legal Matter through various stages.
- Tree View Representation of actions taken in a matter with action type, title, date, status and owner search.
- Understand time, cost & efforts spend on a matter in single view.
- During matter settlement, easy identification pending cases, notices, stages, time and cost helps management take informed decision.
- Create new matters, assign category / type, add descriptions, owner, parties involved & contact person
- Link matter to cases, notices, hearings, etc.

NOTICE MANAGEMENT

- Manage Notice Received or Sent
- Central legal team can collaborate with branches / units to collect notices; sort basis action required
- Categorize, filter & search notices
- Upload Reply & Update Stage
- Align notice with existing matters, cases
- Real-time Response and Timeline tracking
- Email Notification to resource allocated
- Add, update & manage documents
- Convert notices to litigation (if required)
- Set & update reminders for due dates

DOCUMENT MANAGEMENT

- Centralized document repository to store all matter related documents including petition, case sheets, witness notes, judgements, etc.
- Drag, drop, upload & tag multiple documents
- Multi layered document security; access only to authorised personnel basis access controls and confidentiality tags.
- Control upload document size, types.
- Store, view, retrieve and search document at Matter, Case, Notice, Hearing, Judgements and overall levels

STATUS UPDATE / NEXT ACTION

- Create new hearings within case, allocate it to existing / new counsel; attach documents related to hearing, update status.
- Update case status basis court's **JUDGEMENTS. ORDERS**
- Create **APPEALS** for the existing case
- Initiate **SETTLEMENT** while have full view and control on case / matter being settled
- Review Actuals v. Budgeted expenses; alert when approaching budget thresholds

ABOUT US

We offer RegTech & Lextech solutions for Enterprises, Audit, Compliance & Legal Professionals globally.

- Our decade of experience in creating Global Regulatory Intelligence and understanding real-life challenges of managing them have helped us create innovative, best in class solutions that are scalable & easy to implement.
- Our solutions integrate Regulatory Intelligence across laws for 70+ countries with technology, making it easy for users to understand compliance obligations and be informed of the Regulatory changes.
- Our Legal Network comprises 1000's of legal experts from 100's of Legal, CPA & Consulting Firms across 70+ countries having domain and territory expertise across areas of law.
- Our Reverse Outsourcing model of engaging legal experts for multi-country roll-outs helps reducing time, cost and efforts for such implementations.

OUR SOLUTION PORTFOLIO

Enterprise Solutions

- Global Compliance Management
- Legal Matter Management
- Risk & Controls Management

Professional Solutions

- Compliance Audit Management
- Compliance Service Management
- Litigation Service Management

OUR LOCATIONS



DELHI / NCR

CORPORATE OFFICE: 865-A, Tower - B1, Spaze
I-Tech Park | Sector 49, Gurgaon - 122002



JAIPUR

KNOWLEDGE CENTRE: 32, Gopal Tower,
Dadu Marg, GopalBari, Jaipur - 302001



MUMBAI

WeWork Chromium, JVLR, Opp. L&T Business
Park, Andheri, Mumbai - 400076



AHMEDABAD

A2/512, Palladium Complex, Corporate Road,
Prahlanagar, Ahmedabad, Gujarat - 380015

GET IN TOUCH WITH US

+91-9560-83-4141 | info@lawrbit.com | www.lawrbit.com

Copyright © 2020 Lawrbit Lextech India Private Limited, all rights reserved. Lawrbit makes every effort to use reliable and comprehensive information, but Lawrbit does not represent that the contents of the report are accurate or complete. This document has been prepared without regard to the objectives or opinions of those who may receive it. Opinions expressed herein are entirely those of author(s) & the document is being furnished to you for your information only.

Lawrbit is registered in India having Corporate Identity Number or CIN : U74995RJ2018PTC062060.

FOLLOW US AT:    