



# Email Archiving with Maildistiller

Keep you and your company protected from compliance issues, data leakage and costly legal battles that cause irrefutable damage to an organisations reputation and brand!

**Archiving email has significant legal and compliance issues in the US** from the creation of the Sarbanes-Oxley Act of 2002 (SoX), which enforced specific requirements for organisations on the storage and retrieval of company data.

**The UK may lag behind in the passing of a law but the consequences of failing to archive emails for organisations can be just as destructive.**

Email is the corporate mood of communication and a major percentage of the on-going communication within organisations of all sizes is largely email based. That often includes contractual agreements between staff, suppliers and customers as well as private details relating to mergers, internal affairs and company related grievances. If a company has implemented a properly hosted email archive it is perfectly reasonable to use details held within these archives as evidence to strengthen and win arguments that have been taken to a legal case or even before they get that far.

## **Legal ramifications for onsite archiving versus Maildistiller's hosted archiving**

In tribunals between Company's and Employees whereby email correspondence is the primary evidence court judgements often find favour on the side of the employee. Why? Well if the company has implemented an in-house archiving solution which they manage themselves it is reasonable to question the integrity of the emails they present as evidence because these can easily have been tampered with or incriminating emails deleted and removed at their choosing.

Maildistiller offers a hosted archiving solution, thus implementing this service will confirm the veracity of such email evidence as mentioned above due to its off-site nature and the subscribing company will not have had the ability to tamper with these emails, plus there will be a full set of audit logs available to further verify their reliability.

## **Why should organisations archive their email with Maildistiller?**

- Protect your organisation from legal debates and email compliance issues
- Fully Scalable service for both resellers and MSPS.
- Overcome storage problems
- Easily search and access old or deleted emails in seconds.
- Manage and monitor company email usage.
- 24/7 support provided by cloud security experts.

You never know when a particular attachment or email thread may become critical to your company, whether it's in relation to a legal case, data leakage, employee tribunal, contractual agreements, confidential user information, leads list or important company documentation but it pays to be protected.





# The Email Archiving process

## How does Maildistiller archive your email?

Maildistiller use the exchange journaling function to extract email from your exchange server. This removes a carbon copy of your email (inbound, outbound and internal) from the server without the need to install client site software.

This process, finely tuned by Maildistiller, is a widely supported method of archiving from the early stages of exchange due to its accuracy and reliability.

### What actually happens to my email?

Maildistiller have the journaling account configured to connect over imap. Meaning there's no new expensive software required or any complex configurations.

We then bring all the mail in (every 10minutes) to be indexed and have metadata generated on the wire.

Next we take the physical mail and securely store this with a provider of your choosing. Currently we support Maildistiller, Amazon Web Services and Microsoft Azure. **Offering the ability for users to specify on which continent they want their archiving to take place!**

One thing to note is that when you confirm your chosen storage provider this cannot be changed!!

The selected email and its metadata is now securely stored and encrypted. From this point on it is no longer possible to change or alter the message in anyway, as it is stored in a **W.O.R.M. (Written Once Read Many) state.**

This level of protection and security removes any possibility of the email's integrity being altered either accidentally or maliciously. These emails are now fully searchable from the specific metadata recorded and can be reviewed and searched by the administrator, approved third parties (if required) and legal administrators such as the company's lawyers if issues were to arise.

### What functionality is available with archived emails?

Emails can be retrieved 'as a copy' from the archive and re-delivered to the original recipient or sender, and/or forwarded to another 'approved' email address such as that of the administrators or a company solicitor.

As well as the emails being searchable (even from metadata contained within the email's attachments), additional functionality available to approved archive administrators includes the ability for copies of the email to be downloaded to .eml files, .pst folders or if there are multiple messages these can be downloaded into compressed (zip) folders.





# Why you need email archiving.

Manage and secure data, achieve regulatory compliance, remove storage limitations and reduce costs!

According to Osterman, **email messages contain almost 75% of the information that individuals and businesses use daily.**

Yet many companies continue to underestimate the importance of protecting and securing such corporate information because it's in an email! However as more and more business critical and confidential reports are being sent and stored in employee mailboxes and associated legislation continues to increase, **organisations worldwide are slowly waking up to the necessity of reliable, hosted email archiving.**

## Benefits of Maildistiller's Search and Discovery Hosted 10 Year Email Archive

- Enhance business image by improving company's corporate accountability, risk management and compliance practices.
- Comes with intelligent spam and virus filtering as standard, so avoid using up storage space and incurring the costs of archiving excessive junk mail.
- Overcome the challenges of regulatory compliance, data storage, electronic discovery, corporate policy enforcement and knowledge management.
- Improve email server performance, scalability and reliability.
- Provide highly secure and tamper-proof off-site data storage.
- Real-time archiving, every email and any attachments are securely copied and stored immediately both inbound and outbound.
- Maintain an unlimited amount of data for a small, predictable monthly fee.
- Easy, fast and secured access to all archived emails, content and attachments as our intelligent search function indexes all data including, subject, content, attachments, sender and recipients' information.
- Intuitive user-interface so no need for continual IT support. Even non-technical users can view, search and restore emails in in seconds.
- Ability to respond instantly to unexpected legal issues and significantly reduce costs.

## Do you need Maildistiller hosted email archiving?

- Storage space on servers running low?
- Loads of data, including important and confidential information, entering and leaving your organisation via email?
- Want to be legally compliant to data archiving regulations and be prepared should any legal action be taken against you or your company?
- Reluctant to delete messages and attachments 'just in case' but there's no real need to access them on a regular basis?
- Want an intelligent system which won't waste space or increase costs by archiving spam and viruses?

**Then Yes!** You need Maildistiller's Search and Discovery Hosted 10 Year Email Archive.

