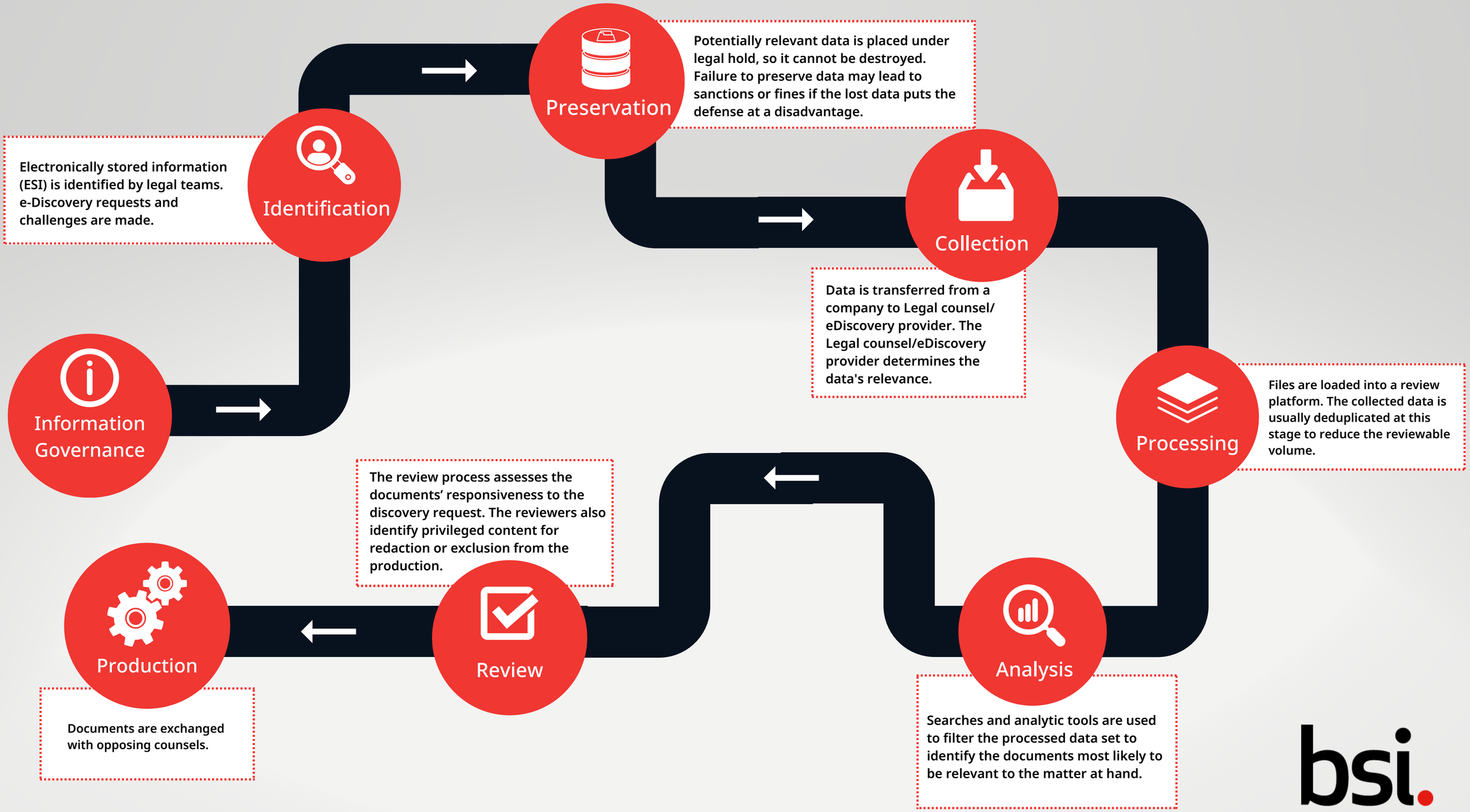E-discovery implementation process