



# Outsourced legal and business solutions to propel law firm **efficiency and performance**

**2/3** largest global law firms

**14** of the top 50 UK firms

**33** of the AmLaw 50

Since 1998, Integreon has been a trusted provider of legal and business outsourced solutions to law firms worldwide. With 3,500+ lawyers, paralegals, statisticians, data analysts, Six Sigma experts, document specialists, and graphic designers, we provide right-sized programs using emerging best practices, technology, and a data-driven approach. Our ISO-certified delivery centers span three continents, enabling 24/7 services in over 50 languages.

## **Driving practice group and operations excellence**

A law firm's success requires a combination of legal, process, and operations expertise. By partnering with Integreon, you will gain access to cost-effective support services and skilled professionals in critical areas such as legal process engineering and business support services to increase profitability and scale your firm's business. Allow our experts to industrialize and manage repeatable elements to allow your team to focus on higher-value strategic work and client development.

Do more. **Do it better.**





## Operations Support

Integreon provides creative and business solutions to help drive firm profitability, growth, and enhance client support and satisfaction. Our team of creative, marketing, and research professionals can cost-effectively scale in response to your changing requirements.

### Administrative Support

- General administrative support
- Document services
- Database management
- Data migration and cleansing
- Employee onboarding
- Employee closeout processing

### MarTech Enablement

- CMS (content management system)
- Content creation and process adoption
- Presentation deck automation
- Email marketing campaign management
- Email blast creation for client's customers (B2C) and partners (B2B)
- Webpage build, revamp, QA, and optimization
- Turtl component ideation, design, and conversion

### Graphic Design and Production

- Content creation (pitch decks, board-level presentations, thought leadership materials)
- Templates and infographics
- Rebranding implementation and activation
- Digital marketing materials
- Video, animation, and podcasts
- Cyclical compliance materials (monthly, quarterly, annual reports, and communications)
- Content analytics

*1,900+ graphic design, production, and MarTech specialists*

### Business Intelligence and Research Management

- Compliance research
- Business research
- Environmental, social, and governance (ESG) research

*270+ researchers and information data specialists*

*100K+ requests delivered annually*

### Billing and Client Relations

- eBilling support
- Corporate guideline audits
- Quarterly value statements

## Why Choose Integreon?

### One partner, many solutions

We offer comprehensive legal and business solutions to enhance law firms' competitive advantages. By forging a partnership with us, you will not have to look for other solutions and partners, thus sharpening your focus on building and future-proofing strategic plans.

### Support workforce utilization and job satisfaction

By letting us manage time-consuming, repeatable tasks, your team can focus on more rewarding, higher-value work that fosters career growth and professional development.

### Catalyst of revenue growth

We have the scale and capabilities to help you expand existing workstreams and produce high-quality services and deliverables to meet your clients' expectations and grow your client base.

### Adoption of technology and automation

We have the expertise and know-how to help you assess and choose the right tech solution amid the ever-changing legal technology landscape. By bringing in technology partners, you can avoid lengthy procurement cycles and additional costs to set up new technology.

### Access to our global workforce

Using the follow-the-sun model, we provide 24/7 expertise thanks to a dynamic team of 3500+ people. With a deep understanding of every client's unique challenges, we draw from our experience across industries to create bespoke solutions for specific needs.

*Our top 25 clients have been with us for an average of 12 years.*



### Let Integreon help your law firm realize its full potential

Ready to transform client engagement, drive business growth, and achieve more?  
Contact us at [info@integreon.com](mailto:info@integreon.com).



## Practice Area Support

Through our legal and compliance services, our global team of legal professionals support your law firm across practice areas to enhance operational performance with unparalleled quality, efficiency, and innovation.

### Document Review Services

- Litigation, Disputes and Investigations
- Managed, Supervised and Staffing Document Review delivery models
- Early Data Assessment and Search Term Refinement
- Privilege Review and Privilege Log
- Redactions
- Deposition and Witness Preparation
- Trail Graphics Support
- eDiscovery Consulting and eDiscovery Services powered by our trusted partners
- Law Firm Process Optimization and Improvement

*Our reviewers have **over 6 years of experience**, on average*

***23% of review** clients have been with us for over 8 years*

*3.0M+ documents reviewed annually*

### Compliance

- Assessment and policy development
- Legal and regulatory horizon scanning
- Corporate secretarial
- DSAR, data privacy (GDPR/CCPA), environmental health and safety, employment, and industry-specific

### Immigration

- Petition and application processing
- Visa eligibility assessment
- Compliance audit and reporting

***100K+ USCIS documents** processed annually*

***15K+ H-1B petition forms** completed annually*

***18.5K+ business travel letters** generated annually*

### Legal Document Processing

- Document lifecycle management
- Transcription of audio/video files
- Proofreading and brand adherence
- Technology assessment and implementation
- Process engineering
- Document conversion

***7,100+ projects completed** each month*

### Cyber Incident Response

- PII, PHI, PCI data review
- Notification log creation
- Notice compliance support

***5K+ projects** completed*

***34+ complex document types** handled*

### Commercial Contracting

- AI-Enabled transactional lifecycle support
- CLM platform management
- Obligation and performance management
- Contract data migration
- Contract risk review and repapering
- Contract abstraction

***6 of the top 20 Contract Management clients** have been with us for over 7 years*

### Subpoena Law Enforcement

- Workflow design and implementation
- Intake and triage of legal requests
- Request review and routing
- Project management and metrics reporting

***100+ incoming legal requests** per day*