



# CASE STUDY

## DESTRUCTION OF CONFIDENTIAL DOCUMENTS IN LENZ & STAEHELIN LAW FIRM

*Lenz & Staehelin traces its roots back to two law firms founded by Conrad Staehelin in Zurich in 1917 and by Raoul Lenz in Geneva in 1951. Today, Lenz & Staehelin is acknowledged by most as Switzerland's leading law firm and play an active role in the country's largest transactions.*

### PROBLEMATIC

For Lenz & Staehelin, the confidentiality of their customers' data, respect for their privacy and the reputation of the law firm are a priority. The day-to-day management of confidential information naturally pushed them to put in place strict internal processes in order to ensure the total security of their data from the first collection to final destruction.

In 2006, Lenz & Staehelin decided to review their destruction process for their office in Geneva, to reinforce the level of data security, spent their usefulness and conservation period. Previously Lenz & Staehelin were equipped with office shredders. Each collaborator was responsible for the destruction of his own documents implying that he dedicates time and that between two destructions, documents accumulate on his desk.

Lenz & Staehelin's goal was to find a 100% secure solution, with a minimum of interventions from their collaborators to gain efficiency and therefore confidentiality.

### SOLUTIONS

After analysis of the different options, they naturally chose those offered by Katana, mainly due to the additional security level offered by their on-site destruction solutions, "... indeed the risks related to transport made us prefer an on-site versus off-site destruction solution," explained Guy Vermeil, Managing Partner at Lenz & Staehelin. Pioneer and leader in the confidential information destruction, "... Katana has been able to provide a complete solution, including the installation of secure containers, the setup of a recurring documents destruction service and an on-demand destruction service for our archives." Guy Vermeil continued. Lenz & Staehelin and Katana implemented tailor-made procedures guaranteeing the total and safe destruction of documents by operating directly on site in the presence of a bailiff.

The optimization of the destruction process ensured internally a simple and safer procedure, which at the same time enabled a real gain of time for the law firm.

### GDPR

The implementation of the new European data protection regulation on May 25, 2018, has only confirmed Lenz & Staehelin's choice to place the protection of the privacy of their customers and employees at the center of their business concerns. "Working with Katana is the assurance for Lenz & Staehelin to have strict procedures that comply with data protection laws and our rigorous standards" commented Guy Vermeil.