



# The 2006 Executive Forum Series

## Document Retention and Destruction Policies in Georgia

Hosted by: Deloitte Financial Advisory Services LLP and  
Epstein Becker & Green, P.C.

Wednesday, February 8, 2006  
Grand Hyatt Buckhead, Atlanta

### Agenda

Registration and Breakfast:	7:30 – 8:30 a.m.
Speaker Presentation:	8:30 – 9:45 a.m.
Morning Break:	9:45 – 10:00 a.m.
Panel Discussion:	10:00 – 11:30 a.m.
Networking Lunch:	11:30 – 1:00 p.m.

### Seminar Topics and Highlights

- Guidelines to implementing and managing your electronic records
- The five steps to create a compliant disposition program
- The four criteria to use when creating or reviewing records retention periods
- Trends in electronic media discovery practices
- Creating and implementing a litigation or legal hold strategy for complying with discovery actions

### Panel Members Include:

Kenneth Menendez | Senior Litigation Member, Epstein Becker & Green, P.C.  
Anthony Reid | Principal, Deloitte Financial Advisory Services LLP  
John Lazuk | Manager, Deloitte Financial Advisory Services LLP

*3 hours of CLE/CPE pending*