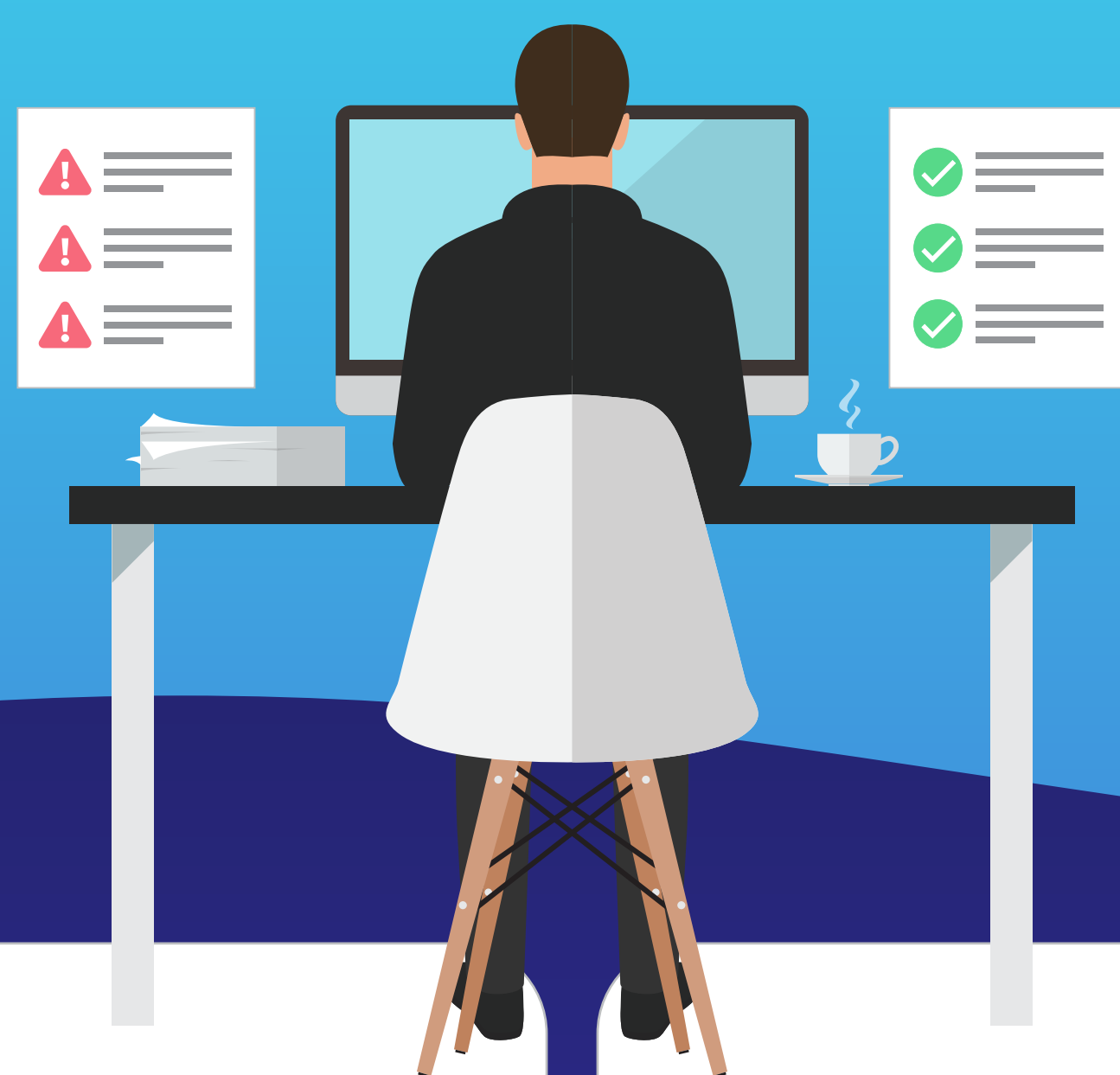


# A Day in the Life of Compliance



## BEFORE SMARSH

**7:30 AM**

### Respond to after-hours requests

- Senior management
- HR and legal

**8:30 - 9:30 AM**

### Priority 1: check review state

- **Manually scan for alerts**
- **Build list of items to review**

**9:30 AM - 12:00 PM**



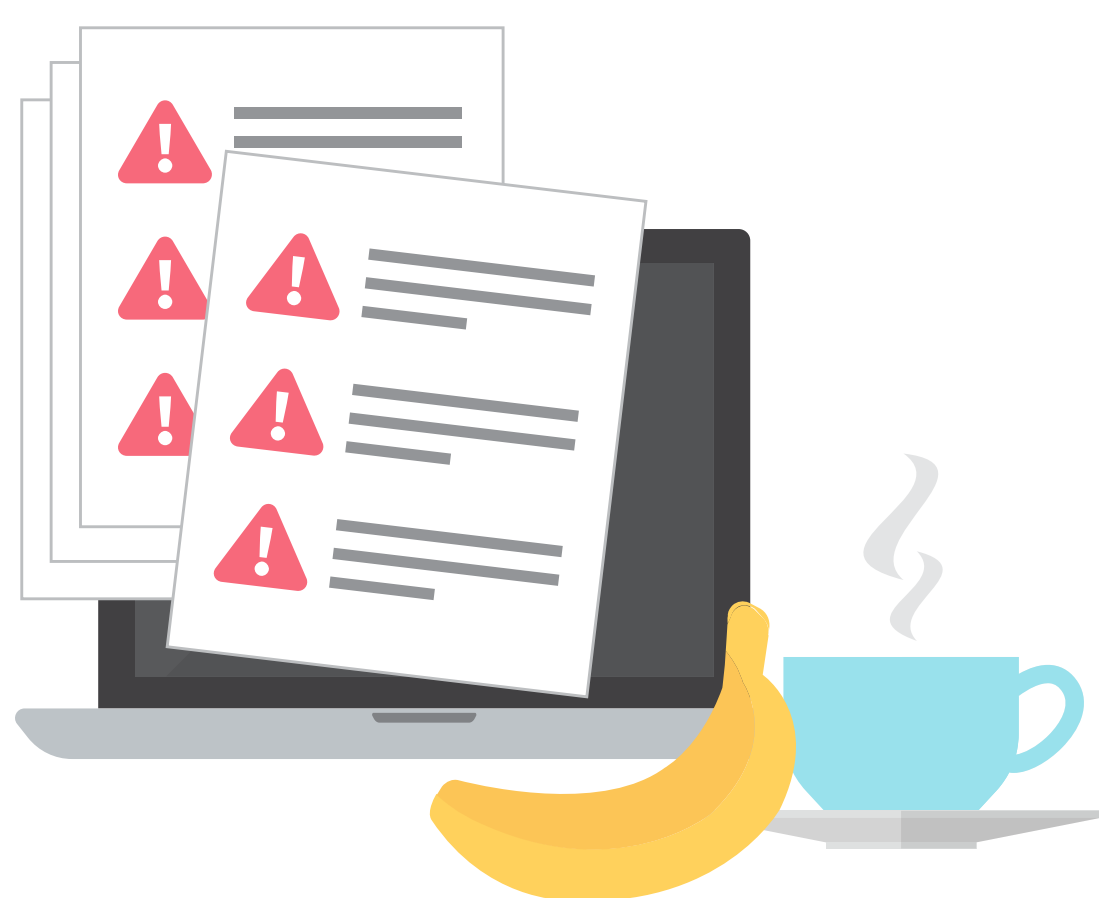
### Compliance meetings & calls

- Discuss ESG concerns
- Define social media policies
- **Review policy violations missed**

**12:30 - 2:30 PM**

### Priority 2: lunch and escalate issues to relevant teams

- **Review 100s of emails**
- **Write-ups on policy violations**



**2:30 - 4:30 PM**

### Follow up on existing issues

- Get team updates
- Meet on new policies
- **Search for policy violations**



**4:30 PM - 6:00 PM**

### Priority 2: continued and respond to daily events

- Requests on next steps
- Emails to leaders
- Continue reviewing emails for HR and legal

**6:00 - 7:00 PM**

### Proactively consider new risks

- Review headlines for reg fines
- Regulatory updates
- Peer group communities



## WITH SMARSH

**8:00 AM**

### Respond to fewer after-hours requests

- **Assign Roles**
- Senior management
- HR and legal

**8:15 AM**

### Priority 1: check risk state

- **Review Smarsh status & alerts**
- List items to review



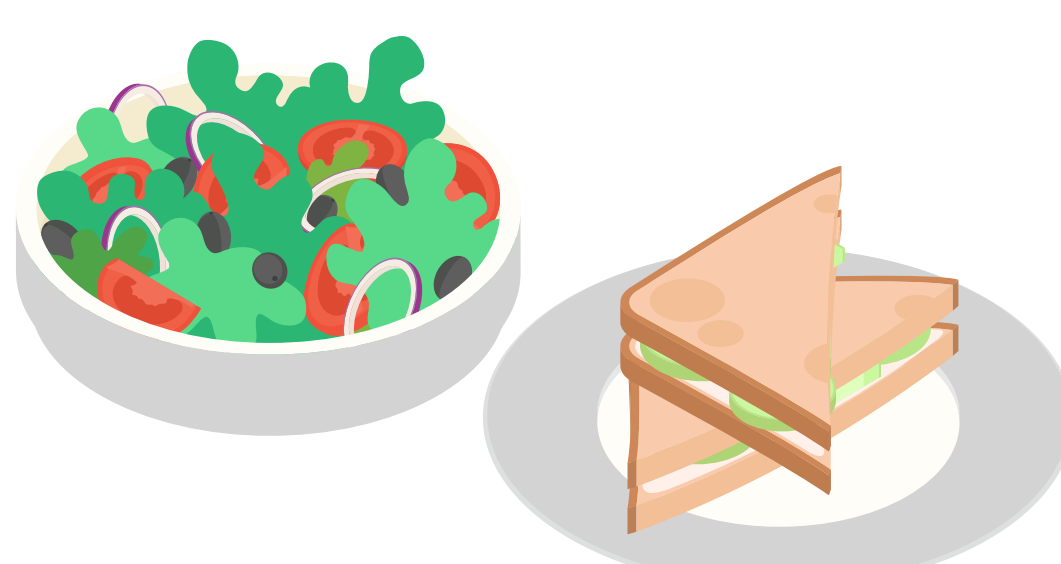
**8:30 - 11:00 AM**

### Compliance meetings & calls

- Discuss ESG concerns
- Define social media policies
- **Review early spot of risks**

**12:30 - 1:30 PM**

### LUNCH!



**1:30 PM - 2:30 PM**

### Priority 2: escalate issues to relevant teams

- **E-discovery report**
- **Reporting on escalated review**



**2:30 - 3:30 PM**

### Follow up on existing issues

- Get team updates
- Meet on new policies
- **Potential policy violations already flagged**

**3:30 - 4:30 PM**

### Respond to daily events

- Review headlines
- Check for regulatory updates
- Review peer group communities

**Workday Complete!**



## How Smarsh can help

Smarsh drives efficiencies with our software to save time throughout your day better than anyone in the industry. We include archiving, supervision and e-discovery functionality in our platform that helps you save time on reviews, quickly spot violations, and make case management easy. Get more time back in your day and peace of mind that comes with solid compliance processes and procedures.

**Contact us to make compliance a snap, with a single vendor that handles more of your regulatory needs.**

[DISCOVER HOW](#)