

Compliant Email Archive

Every message, kept and findable.

Reduce email data risks, meet regulatory frameworks and optimise storage costs. TrustLayer's Compliant Email Archive provides a centralised, secure email repository for eDiscovery, ensuring preservation, retrieval and integrity of all emails and their metadata.

HOW IT WORKS

Capture. Store. Retrieve.

The Compliant Email Archive enables organisations to meet compliance requirements and respond to internal and external requests for information.



JOURNAL-BASED

Capture

- Captures and stores every message sent or received securely in a separate, secure, tamper-proof database in the cloud.
- Easy to deploy using the journal function available on most email platforms. Set up in minutes, with very little day-to-day administration.



ENCRYPTED & INDEXED

Store

- Archived messages are de-duplicated, compressed, indexed and encrypted, with the message store hosted in a high-availability cloud.
- Managed, predictable storage costs: saving messages to a separate server can reduce premium mail server costs by up to 75%.



SECONDS, NOT DAYS

Retrieve

- Full indexing and a powerful search interface supporting sender or destination addresses, keywords, dates and even attachment content.
- Reduces search times to seconds or minutes rather than days, accessible from any device and integrated within Outlook.

Only active users require a licence: old mailboxes and ex-employees are **not chargeable**.

REGULATORY AND INTERNAL INVESTIGATIONS

Be ready before the request arrives.

The need to retain business records and electronic communications is no longer optional for most organisations. Without an archive, the only way to respond is by slowly going through each mailbox separately to find messages that are 'in scope', and fully complying may involve the drawn-out process of restoring old mailboxes. Being able to demonstrate that specialised tools and relevant processes are in place clearly shows a responsible approach to data management. In the event of a primary email service outage, users also retain access to historic emails via a web interface.

WHY IT MATTERS

Compliance. Productivity. Governance.

An enterprise-class archive enables organisations of all sizes to respond quickly and efficiently.



Compliance

- ✓ Respond quickly whenever an internal investigation or regulatory disclosure request comes in
- ✓ Supports GDPR Subject Access Requests, frequently centred on email
- ✓ Supports the 'Right to Be Forgotten' with a well-defined, audited method of deleting messages



Productivity

- ✓ Users search and restore lost or deleted emails themselves, including via an Outlook addin, without calling the IT team
- ✓ Search history enables rapid repetition of recent searches, and saved criteria simplify complex searches
- ✓ Open in the native email client, forward, restore, print, export to PDF, or receive larger messages as a ZIP



Governance

- ✓ Immutable audit log of all search activity to demonstrate governance and data protection
- ✓ Privileged Search across multiple mailboxes, or the entire organisation, carefully controlled and audited
- ✓ Users can be authenticated using Single Sign-On for convenience with appropriate security

Up to 75%

reduction in mail server costs

AES-256

encryption at rest

Minutes

to set up via journalling

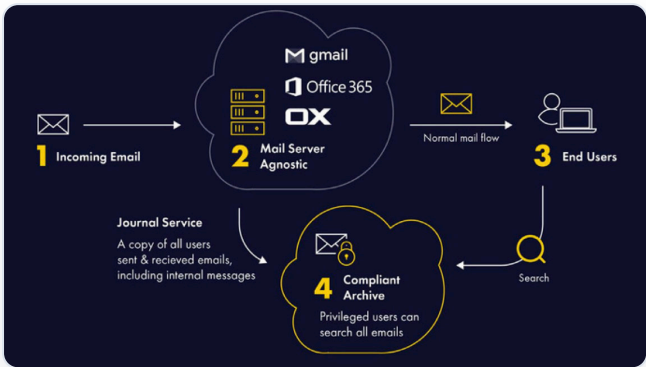
Immutable

audit log of all searches

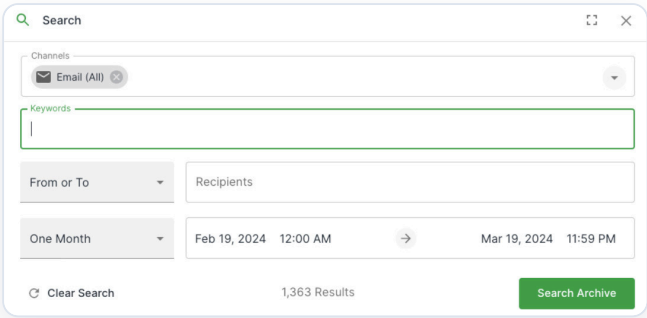
DEPLOYMENT

Journal it once, and it runs.

Most primary email services, including Exchange and Exchange Online (O365), support email journaling as a service, sending the archive a copy of all emails sent and received.



A copy of all sent and received mail, including internal messages, is journalled to the archive.



Simple or advanced search across channels, keywords, recipients and date ranges.

ACCESS LEVELS

Who can see what.

Access to Privileged Search is carefully controlled and audited to ensure appropriate use.

Standard / Basic (LDAP) Users	Access to their own nominated email addresses.
Privileged Users	eDiscovery users who can access all or a subset of the archived emails within a single tenant, with comprehensive audit trails showing which emails have been searched for and opened.
Data Guardian Users	Access to audit trails within a single tenant, able to review Privileged User searches.
Privileged & Delete Users	Similar to Privileged Users, with the extended functionality to delete emails from the archive in an audited manner, for example within a 'Right To Be Forgotten' process.
Administrators	No access to search the archive, but can administer accounts and basic settings.

KEY FEATURES

The detail.

Audit & Reporting	Access and search activity by Privileged accounts is audited and can be automatically emailed to designated mailboxes to ensure governance of the archive.
Authentication	AD and SSO supported.
Deletion of Messages	A privileged delete option allows controlled deletions to support GDPR right to be forgotten requirements as part of an audited and controlled process.
Data Guardian	Configure your Data Protection Officer or other executives to act as Data Guardian, receiving alerts and summaries whenever an archive search is executed.
Encryption	Data at rest using AES-256. Data in transit using TLS (supported via SMTP). Browser/IMAP access using SSL/TLS.
Journalling	Recommended via standard SMTP journal feature, but can also support collection via EWS or IMAP.
Licensing	Only active users require a licence: old mailboxes and ex-employees are not chargeable.
Data Storage	Hosted on Amazon's AWS platform, with datacentres located in London (UK) and Frankfurt (EU). Customers choose location at the time of tenant provisioning.
Data Migration & Ingestion	PST import and mailbox import via IMAP. Optional service to import legacy PST or EML files from an incumbent archive.
Retention	Automatically delete emails when they reach a specific age, or retain messages indefinitely.
Search UI	Simple or advanced search UI using keywords, wildcards or granular criteria to refine Dates, To, From, Subject, Message, Body and attachment type/content. Can be integrated into Outlook using the Home Folder feature.
User Actions	Open within the native email client, or forward, restore to mailbox, print or save to PDF.
Outlook Add-in	Allows users to browse their personal archive without leaving the Outlook interface.
Platforms Supported	Exchange (all versions) including Office 365 Exchange Online, G Suite, Domino and GroupWise.

PART OF THE TRUSTLAYER PLATFORM

Compliant Email Archive is part of the Mail layer. Eight solutions, four layers, one platform.



Browse

Web

CASB

AI Exposure



Posture

CSPM

SSPM



Mail

Email

Archiving



Users

SAT