EDEN Empowering E-Discovery™
Electronic Data Extraction Network
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EDEN STANDARDS Development Lifecycle

Development of EDEN Standards is coordinated by the EDEN Standards Council in accordance with the EDEN Standards Development Lifecycle, a four-stage process which begins with the Preliminary Release of a Proposed Standard, progresses through comment, revision, and review stages, and culminates with the adoption of an EDEN Standard. Although the Lifecycle has no fixed timeline, most Proposed Standards are expected to proceed from Preliminary Release to Final Adoption within three to six months.

STAGE 1: PRELIMINARY RELEASE & COMMENT PERIOD

Development of EDEN Standards begins with preliminary release of a Proposed Standard via the EDEN Standards webpage (http://edenhub.com/standards), Slack Space Blog (http://edenhub.com/slackSpace), and EDEN Newsletter. The preliminary release includes the text of the Proposed Standard and commentary on the need for and the issues addressed by the Proposed Standard.

Most Standards will also be accompanied by the preliminary release of suggested sample forms and/or checklists that can assist in maintaining and documenting compliance with the Proposed Standard. The samples are intended to serve as a model upon which EDEN members can develop documentation unique to their specific needs.

The preliminary release of the Proposed Standard and comment period will be open to the general public. However, access to forms, checklists, and other materials will be restricted to EDEN members.

Depending on the complexity of the Proposed Standard, a comment period of 30 – 120 days will follow preliminary release. The deadline for submission of comments for each proposed Standard will be listed on the EDEN Standards webpage.

The comment period allows for EDEN members and the electronic discovery community at large to provide insight and input into the proposed EDEN Standard and provide suggestions for revisions and improvements to the Standard in light of changing technology and their own experiences.

EDEN members are also invited and encouraged to comment on the proposed forms.

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STAGE 2: REVIEW & REVISION PERIOD

After the conclusion of Stage 1, the EDEN Standards Council will carefully compile and review feedback from all sources, review and revise the Proposed Standard as necessary, and recommend one of the following actions:

(1) Adoption of Proposed Standard, without changes. The Stage 1 comment period and subsequent review did not result in any changes to the Proposed Standard. The Proposed Standard should be adopted as proposed.

(2) Adoption of Proposed Standard, with minor changes. The Stage 1 comment period and subsequent review supported minor revisions to the Proposed Standard. The minor changes do not warrant a second comment period.

(3) Preliminary Release of Proposed Standard, with major changes. The Stage 1 comment period and subsequent review resulted in major revisions to the Proposed Standard. The major revisions warrant additional assessment, comment, and review.

For Proposed Standards receiving Recommendation (1) or (2), the process will proceed to Stage 3. Upon Recommendation (2), the Council will also release a "summary of changes" document explaining the minor changes made to the Proposed Standard during Stage 2.

Proposed Standards receiving Recommendation (3) will return to Stage 1 for re-release and proceed through the Standards Development Lifecycle until Recommendation (1) or (2) is obtained.

STAGE 3: FINAL RELEASE & COMMENT PERIOD – ADOPTION

Stage 3 involves the release of the Final EDEN Standard and associated compliance forms. The release of the Final EDEN Standard will be accompanied by the opening of a brief final comment period.

Upon expiration of the final comment period, the Council will announce either: (a) final adoption of the Proposed Standard and an effective date for the Adopted Standard; or (b) reversion to Stage 2 for additional review and revision.

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STAGE 4: ONGOING COMMENT, REVIEW & REVISION

As practical standards that are wedded to ever-evolving technology and day-to-day experience, EDEN Standards are not intended to be fixed in stone, but are subject to ongoing comment, review, and revision.

During Stage 4 of the Standards Lifecycle, the Standards Council will continue to accept, review, and consider comments and suggestions for revisions and improvements to any Adopted Standard in light of changing technology and practical experience.

When, from time to time, the Council determines that it is appropriate to revise, update, or improve an Adopted Standard, the Standards Lifecycle will begin anew with the Preliminary Release of a revised Proposed Standard.