

Data Agent and Information Retention Service

Archiving and managing your information as required by law

After a merger, an acquisition or a wind-down, information that was held by the companies involved needs to be captured and retained for legal reasons. KPMG helps companies going through such scenarios meet regulatory requirements in terms of archiving and managing affected data.

Archiving and managing such information is challenging for firms as it requires professional handling of data stored electronically and physically, legally compliant disclosure processes, sufficient operational resilience as well as a continuous adaptation to constantly changing legal and regulatory requirements. KPMG offers a professional, mature and cost-efficient data agent service that ensures compliant performance and long-term operation of data archiving and disclosure activities.

What you need to know: key questions

Obligations: Are you aware of which data you must retain?

Do you know in which format you have to store data and for how long you need to retain it? How do you transfer data from its operational state to an archive or inactive state?

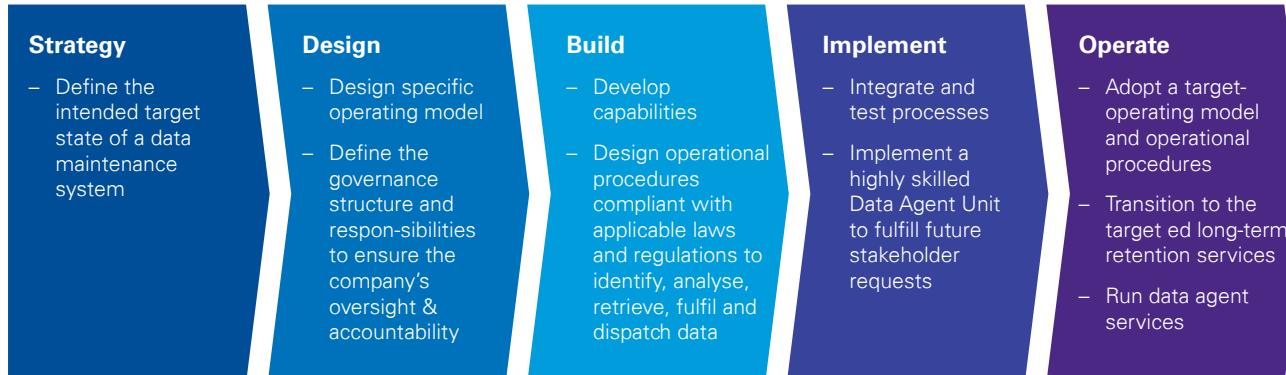
Are you sure that your archiving solution is in line with regulations and applicable laws and policies? Have you made sure that your third-party vendor contracts and agreements reflect these?

Resilience: Are you aware of issues and risks related to long-term storage and handling of data? Does archived data need to remain readable and accessible for the maintenance period required? Can you provide the resources needed to manage and operate necessary long-term retention services?

Operations: How do you ensure that only legitimate stakeholders have access to the data? How do you cope with amended regulations or laws? How do you maintain oversight and control over the procedures performed? Do your archives support an efficient and compliant information retrieval?

KPMG's Approach

KPMG supports its clients throughout the phases Strategy, Design, Build, Implementation and Operation.



How we help our clients

- Expertise in defining a strategy and operating a modelled design
- Resources / facilities to operate data agent services
- Experience in running data agent services that meet applicable regulations
- Experience in compliant handling of various stakeholder requests
- Experience in long-term storage, lasting 10 or more years and handling of future regulatory changes
- Definition of governance structures and responsibilities to ensure the company's oversight and accountability even after the closure of a Swiss entity or a branch abroad.
- Design of operational procedures compliant with applicable laws and regulations covering sign-posting, identification, analysis, retrieval, fulfillment and dispatching, etc.
- Implementation of highly skilled data agent unit to fulfil future stakeholder requests, guided by a team of KPMG specialists in legal, compliance, tax and forensics.
- Adoption of the target-operating model and the associated operational procedures as well as transition to the target state with long-term retention services.

Client benefits

Our client was able to meet its regulatory requirements and could benefit from:

- Substantial cost savings due to outsourcing vs. internal service
- Decrease of fixed assets and resources and data volume optimization
- A predefined organizational unit with appropriate expertise providing data agent-relevant services
- Profound and hands-on expertise in designing target operating models for retention services
- Awareness of the challenges and pitfalls it might encounter upon the closure of a local branch or an entity abroad
- Existing blueprint for the target operating model of a data agent covering all key components
- Access to a set of specialists within the KPMG network to resolve issues and address exceptions



Why KPMG?

KPMG has in-depth experience in Data Agent Services and provides a governance structure for all requested services (Data Agent, Tax Compliance, Regulatory Advice). Our highly qualified experts, with extensive experience in banking operations, tax and regulations can support you even with the most challenging issues.

KPMG executes the services using existing infrastructure (separated offices and technology) and the experience gained to drive efficiency and reliability. Furthermore, KPMG includes risk-minimizing activities as part of the transition phase from the client's current vendor to KPMG's Data Agent team and performs the transition activities with minimal stakeholder involvement at the client.

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