

# The Future of Digital Signatures

For the Success of your Business



## INNOVATION AND DIGITIZATION OF LEGALLY COMPLIANT PROCESSES

Paper signatures are not only environmentally damaging, but also cost businesses more money and time every day, reducing efficiency and productivity. Paper processes also pose a major risk when it comes to privacy and data control. In the past several years, a number of new laws and regulations regarding data protection and security have emerged such as the General Data Protection Regulation (GDPR), California's CCPA and Brazil's Lei Geral de Proteção de Dados (LGPD), among others.



### GDPR

GDPR applies to processors and controllers providing services or processing data of European Union residents and citizens (data subjects). Today, GDPR is the most comprehensive (and most expensive if not complied with) set of data privacy regulations from which many, if not all, others are deriving. In an era where people are constantly, sometimes unknowingly, exchanging information virtually through apps or smart devices, laws such as the GDPR are must-haves. Having to consider other industry, national, and

international laws and regulations, however, can make the GDPR difficult for companies to comply with.

### 7 GDPR PRINCIPLES

- 1) Lawfulness, fairness and transparency:** Companies must clearly communicate in plain and easy to understand language to data subjects how their data will be used, as well as if the data will be shared with any 3<sup>rd</sup> parties. Data subject must have the ability to consent its use for the purposes indicated.
- 2) Purpose Limitation:** Data collected from a data subject can only be used for the purpose which he/she consented and nothing more.
- 3) Data minimization:** Companies should not be requesting more data than what's necessary to provide its services to the data subjects.
- 4) Accuracy:** Data must be accurate and updated, any wrong or misleading data about a data subject must be deleted or rectified without delays. This prevents companies from possibly providing misleading data that could somehow cause damages to the data subject.
- 5) Integrity and confidentiality:** Data must be always protected, safeguarded from unlawful and unauthorized use and access. Encryption and authentication are some of the main technical measures to ensure integrity and confidentiality.
- 6) Accountability:** Controllers and processors must take responsibility for their processing activities and demonstrate compliance with the GDPR principles above.

# Digitization With Compliance

## SAFETY OF PAPER PROCESSES

Even in today's digital age there are still companies that believe paper processes are safer than digital ones. Is this true?

	YES	NO
<i>When you attach a document to an email and send it, can you prevent the recipient from forwarding the document?</i>		X
<i>Can you ensure that there is no interception, copying, or unauthorized access to paper documents?</i>		X
<i>Can you ensure that all copies made of the document are being stored or are deleted correctly?</i>		X
<i>Do you have visibility at all times of the document's location, all copies, and anyone who had access?</i>		X



When dealing with paper processes, data security is a big problem. Not only can you not guarantee the security and confidentiality of paper, but paper processes are harder to audit, keep track of, and manage. Additionally, they cost more money and consume more of your valuable time, decreasing efficiency and increasing pollution. That's bad for your

company, bad for your customers, bad for your shareholders, bad for the environment, and bad for your bottom line.

## HOW CAN SIGNIFLOW HELP YOU ON THE JOURNEY TO COMPLIANCE?

SigniFlow is not your typical subscription platform. We apply a digital certificate and time stamp to seal all digital signatures. What this means is that the image is embedded with a code that is created for the content of the document. The signature cannot be modified, manipulated, or copied, and since the code is attached to the content of the document it has integrity, authenticity and non-repudiation. With paper, unless you are face-to-face with the signer at the moment of signing there is no guarantee that an ink signature hasn't been forged, making digital signing even more secure than ink. Additionally, users can sign using any certificate from any CA that is x.509 certificate-compatible and multiple signature types and certificates from different CAs can be used in the same document

SIGNIFLOW AMERICAS

<https://americas.signiflow.com>

[us-contact@signiflow.com](mailto:us-contact@signiflow.com)

United States: +1 (603) 715-2998 / +1 (603) 229-8702

Brazil: +55 (11) 3042-7717



# SigniFlow = Compliance

## SIGNIFLOW: SECURITY, EFFICIENCY, FLEXIBILITY AND COMPLIANCE



Designed for security and privacy with end-to-end encryption.



Strong authentication to prevent unauthorized access to documents.



Audit logs throughout the entire lifecycle of each flow from start to finish; retention of logs even after completion of documents and workflows.



Built-in controls to prevent unauthorized emailing and downloading.



Tracking of workflow activity: who has viewed, downloaded, emailed, or otherwise accessed the document.



Automated retention periods that allow documents to be archived or deleted after a certain period of time.



Easily add fields to easily complete and sign documents.



Filter documents by name or content (metadata).



Export data easily, in a readable format.



Registration forms for capturing explicit user consent.



All documents are sealed with a digital certificate and timestamp to ensure integrity, authenticity and non-repudiation.

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# Easy Management of Documents, Digital Signatures & Flows

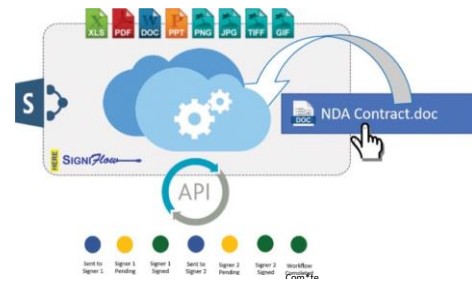
## FLEXIBILITY

- On-premises, cloud, or hybrid deployment
- Multiple subscription options including HSM, Bird ID, Dinamo Pocket, Token and Mobile device, and more!
- Customizable interface
- x.509 certificate compatibility independent of issuing CA
- Universal device and browser compatibility
- Licenses and templates from single user to large enterprise
- Use of different signature types (digital and electronic) and certificates from different CAs in the same flow



## FLOWS AND TEMPLATES

- Create, upload and automate signature flows (approvers, signers, hierarchy, groups, viewers, etc.)
- Realtime notifications and action log of processes and documents
- Realtime alerts in Windows via plugin
- Actions and quick view right from the dashboard
- Upload existing templates or create new ones
- Store templates in portfolios and customize access permissions to allow only certain users, departments or groups to access
- Compatibility with multiple document formats (XLS, PDF, DOC, PNG, JPG, TIFF, GIF)



## SECURITY

- Compliance with industry, national and international digital and electronic signature standards
- Additional identity authentication methods based on internal company requirements or by request
- Documents with digital certificate and time stamp
- Encryption and security to ensure flows are tamper-proof
- Geolocation of signer at time of signature
- Complete audit logs (who is pending, who viewed, downloaded, signed, approved, etc.)

## INTEGRATIONS

- SharePoint, Windows, Active Directory, Printers and Scanners, API integration
- API customization to meet specific requirements
- Open APIs for integration with any system
- Microsoft Office Plugin adds a quick action button to Word, Excel, Power Point, and Outlook.

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