

DataStoreDSX

Enterprise Content Management Software

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Corporate information is crucial to the efficient operation and even survival of the business. Instant access for customer service, disclosure, audit or regulatory compliance purposes is vital.

The problem is that critical business information might be contained within a huge range of silos such as business applications, spreadsheets, word documents, SMS messages, scanned documents, reports, emails, faxes, photographs, statements and text files etc. Employees can spend up to 30% of their working day searching for information. Missing or difficult to locate information is inefficient and costly - and businesses are legally obliged to secure and protect personal information.

The business challenge is to securely capture, store and manage all types of corporate information assets, irrespective of source, into a central secure digital repository; provide instant search and retrieval capabilities coupled with audit trails (who viewed what/when etc.); and implement and enforce audit trails and retention policies to meet internal, industry, legal and compliance requirements.

ABOUT DataStoreDSX

DataStoreDSX is designed to seamlessly capture all forms of enterprise content and provide instant long-term secure access to all Stakeholders. Seamless integration with a wide range of Financial, Banking, CRM, ERP, SCM and Personnel Management systems result in users retrieving information without leaving their familiar software application screen.

DataStoreDSX is a secure, scalable, high performance solution which also helps businesses reduce risk by providing greatly improved Information Security capabilities and enhancing Disaster Recovery and Business Continuity Planning with secure 24/7 remote access capability. Security of access is of paramount importance. Security permissions limit access to specific groups of users or individuals, or even to certain information types.

Long term information retention is vital to ensure legal, regulatory and industry compliance. DataStoreDSX is configurable to automate retention scheduling – Information Lifecycle Management - by following Customer pre-defined business rules, thereby ensuring that certain records can be identified and deleted.

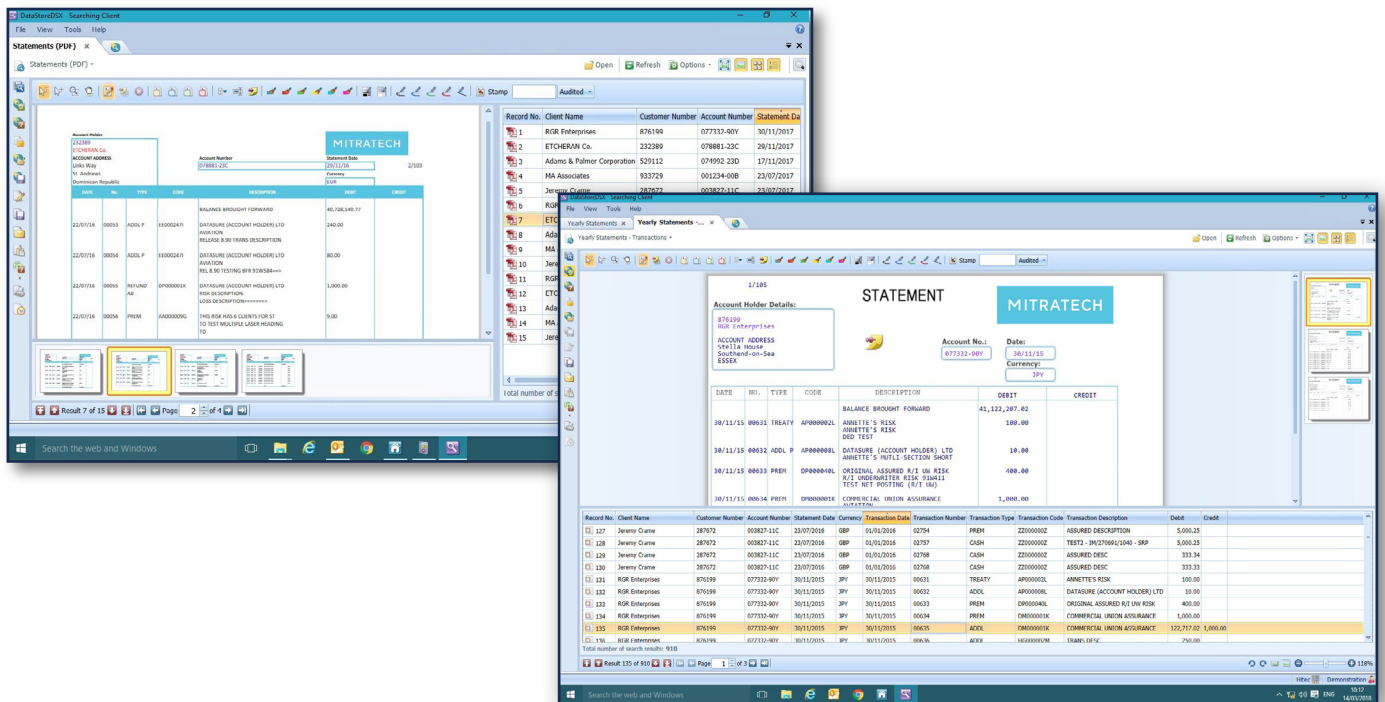
HIGHLIGHTS

- Single secure digital repository of corporate information, irrespective of format or source.
- Instant access and retrieval 24/7.
- Improved Customer Service: information at your fingertips. Respond instantly to Customer enquiries.
- Improved employee productivity: streamline business processes, eliminate error prone administrative processes.
- Enhanced Information Security and Disaster Recovery/Business Continuity Planning.
- Retention of corporate information in accordance with legal and regulatory guidelines-Information Lifecycle Management.
- Reduced costs: reclaim expensive floor space; eliminate copying and print; reduce paper handling and redeploy staff to more fulfilling and valuable duties.
- Maintain data integrity, confidentiality and accessibility.

Set automatic retention schedules to ensure certain records are deleted when they are no longer legally required, meeting compliance and data protection requirements.

“ DataStoreDSX helps Customers to capture, store, access and process enterprise content effectively and efficiently.”

MITRATECH



1 Capture

Capture information, including computer generated output, regardless of its original format. DataStoreDSX includes support for advanced recognition technologies including Barcode, OCR, ICR and Forms Recognition.

2 Store

All information captured is securely archived in a single digital repository. Once stored, the information may not be altered or amended, thereby ensuring data integrity and confidentiality.

3 Control

Version control and check-in/out ensure only the latest version is being used. Set retention schedules to ensure that the business, legal and compliance requirements associated with the information are adhered to, as well as when and how the information may be destroyed when no longer required.

4 Integrate

A flexible set of API's ensure seamless integration with a wide range of line of business applications and other external databases. Published API's are available through our Partner Pack.

5 Access

Information may be retrieved using the index fields or by the use of full text search and viewed within the business application or through the easy to use DataStoreDSX User Interface.

6 Process/Deliver

Optional information routing, workflow/business process management, electronic document/statement presentment and customer self-Service portals ensure maximum re-use of the captured information.

Learn how DataStoreDSX can help organisations to increase efficiency, reduce costs, ensure compliance and reduce risk by visiting www.mitrates.com/datastoredsx/

DataStoreDSX in Business

Regardless of industry, islands of information cause process and customer service delays, increased costs and risk, and can lead to compliance and regulatory issues if records are not managed correctly.

DataStoreDSX for Commercial Businesses

DataStoreDSX captures enterprise content such as Accounts Payable and Receivable, Personnel & Payroll Records, Customer Correspondence, Delivery Notes, Medical Records and Ledgers into a single secure enterprise wide digital repository.

Having this information available to access at a keystroke, or via a self-service webportal, means enquiries from Customers, Suppliers, Employees, or Auditors for disclosure, can be answered immediately thereby reducing costs and improving efficiency.

Supporting Regulatory Compliance

Information Governance is a fundamental component of a compliance programme. DataStoreDSX supports this by capturing all forms of enterprise content into a single secure digital repository, thereby ensuring information integrity and providing one global point of control.

- Information Security is greatly improved. Full reporting details “who accessed what, when, where and how”.
- Retention scheduling ensures that information is only retained for as long as is required and/or necessary, thereby complying with data protection requirements.
- Account Opening/client onboarding can be automated to ensure all steps are undertaken, thereby reducing the risk of human error.
- Implementing the Document Inventory module allows you to report on the documents that you have, as well as the documents that you should have to complete the process.

DataStoreDSX for Financial Services

Throughout both back and front offices, DataStoreDSX supports the financial services community to improve efficiency, reduce costs and meet regulatory requirements. Integration with banking, wealth management, trade finance, CRM, credit management, treasury and capital markets applications has provided us with a wealth of industry and domain knowledge.

DataStoreDSX plays a major role in the financial services community. From automatically archiving end-of-day and regulatory reports, SWIFT messages, valuations and statements to customer correspondence and communication for evidencing TCF and AML/KYC documents and automating client onboarding and loan origination, DataStoreDSX handles it all.

Deployment

DataStoreDSX may be licensed and deployed in a wide variety of ways, ranging from traditional on premise licensing/subscription, to hosted SaaS or managed service, depending on customer requirements.

Professional Services & Support

The Mitrates team prides itself on the close and long-lasting relationships we create with customers. We are focused on understanding the challenges faced and finding the solutions needed. We employ agile methodologies to ensure timely, well-managed projects to deliver exactly what is required within budget and deliver clear ROI.

About Mitrates

For over 30 years, Mitrates has been driven by our commitment to solve the complex needs of legal and compliance professionals. Today, our market leading legal management, policy management and information governance solutions enable 1,200 international corporations of all sizes to manage their information in a secure, flexible and data-driven way.

With over 500,000 users in 160 countries and offices in the US, UK and Australia, our team understands what it means to create simple solutions for complicated problems.