

Proper e-Governance begins with secure, authentic data. Even if you've crafted a comprehensive transparent records management plan and diligently enforce retention schedules, you still need a method for verifying the long-term integrity of your documents.

The Laserfiche product suite is fully certified with the Victorian Electronic Record Strategy (VERS) requirements, a world-recognized standard for reliably and authentically preserving electronic records over long periods of time. VERS is endorsed by the State Government of Victoria, Australia, and is accepted and used as the backbone of e-Governance by archival institutions around the world. Integrating VERS records management standards with Laserfiche's security features and user-friendly audit trail functionality results in a compliant records management solution that's easy to deploy, administer and use.

The Laserfiche VERS certification complements Laserfiche's DoD 5015.2 certification, which ensures that documents are properly organized and managed. Together, the two certifications guarantee a multi-faceted set of information governance tools that manage a document's lifecycle from initial capture to lasting record.

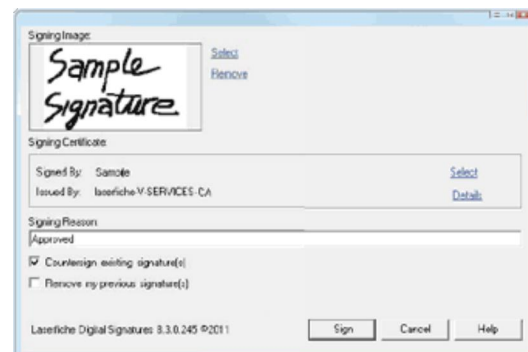
Controlled, Validated Content

The Laserfiche Client allows you to easily verify the state of your documents' content without combing audit logs. [Digital signatures](#) allow you to assess the authenticity of individual documents, while checksums verify volume contents by detecting instances of tampering, corruption or data loss.

- Automatically apply digital signatures to imported documents at any time throughout the document management process.
- Examine if document contents have been modified since signing by validating signatures through a trusted third-party authority.

The Laserfiche Advantage

- **Simplified Governance.** Easy-to-use security configurations and VERS classification levels give you granular control over documents with customizable restrictions that help preserve secure, authentic digital records throughout your organization.
- **Controlled, Validated Content.** Digital signatures and volume checksums provide methods for validating your documents' authenticity by detecting if changes have been made and protecting them against external tampering.
- **Comprehensive Risk Management.** Laserfiche Audit Trail increases the transparency of your records and business processes by monitoring all system activities.
- **Secure Interoperability** VERS v2-compliant functionality formats documents for distribution, allowing you to easily transfer and distribute your data between databases without compromising document integrity.



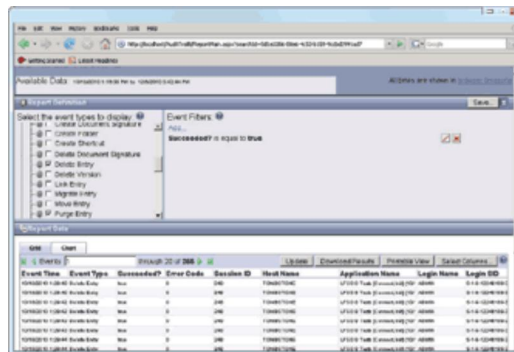
Verify and validate document authenticity with tamper-proof digital signatures.

- Enable checksums to detect changes to files and volumes made from outside the Laserfiche environment.
- Use checksums to notify users if opened documents contain invalidated contents.

Comprehensive Risk Management

Laserfiche Audit Trail increases the transparency of your records use without disrupting the flow of your normal business processes. Establish a central point of control for compliance standards by monitoring, recording and reporting on all system events from the point of document capture to record storage.

- Index which users access records and track modifications made to documents, metadata, access rights, repository-wide settings, user and group modifications, password changes and more.
- Generate Web-based audit reports that outline the time, user and changes associated with all system modifications.
- Ensure the accuracy of these reporting schemes by applying time stamps to audit logs.
- Automatically add watermarks to printed or exported documents.



Track almost any user action, from login and logout to creating, modifying, printing and deleting documents.

Simplified Governance

Laserfiche VERS functionality provides tools for securely organizing documents and controlling document use. Configurable file structures and system properties built upon a foundation of Microsoft Windows file security help prevent unauthorized document access and maintain the security of records over time.

- Restrict access to individual documents and document volumes by establishing secure entry access rights based on user type.
- Control which users can modify document metadata with customizable field rights.
- Build customized views into the repository for individual business units without exposing the records structure.
- Apply VERS classification levels to prevent files from inheriting less restrictive security properties.

Secure Interoperability

Laserfiche's VERS v2-compliant functionality employs a VEO format, a standard XML schema that helps you safely transfer your records between databases. You can quickly and cost-effectively distribute your records while still upholding the integrity of your documents' content. Whether you are working with internal Laserfiche users or outside vendors, you won't have to worry about jeopardizing your data.

- Securely sign and transfer records from Laserfiche to other VEO-formatted databases with Laserfiche's briefcase converter.
- Move digitally signed documents beyond their original repository to other locations with validation checks in places.
- Store documents in archival formats, such as TIFF, PDF, plain text and more.

[Go Back](#)