

Professional RIM and IG

RECORDS AND INFORMATION MANAGEMENT
& INFORMATION GOVERNANCE

with **ELO**

ELO software development is based on the following ISO standards

- Records Management ISO 15489-1 and Part 2
- Document Management ISO 82045
- Documentfiling ISO 10166
- Electronic signature guideline EU Directive 1999/93/EC

ELO is compliant with the following local legal requirements

Area	Compliance	Laws
Switzerland	Yes	OR (GeBüV), MwSt, VZertES
US	Yes	FDA CFR21 / Part 11, USGA, SOX
Germany	Yes	GoBD (formerly GoBS and GDPdU), SigG, BDSG, KonTraG
France	Yes	l'article 1316 - 4 du Code civil SEC 17a Loi sur la sécurité financière (LSF)
UK	Yes	BCCI, „Code of Practice...“, Civil Evidence Act
Asia	Yes and No	The Asian legislation is not yet clearly defined but is mostly based on the international directive, J-Sox (Japan)

In addition, ELO is compliant with:

DOMEA Government - conform, Basel II, EuroSOX

OVITAS

Content Lifecycle Management,
Workflow, And Digital Office Solutions

ELO[®]
— certified —
**BUSINESS
PARTNER**

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Ovitas, Inc.

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& INFORMATION GOVERNANCE

with **ELO**



Encryption technology / authorization protection



Tag data as personal



All processes are logged



Personal data is separated from the rest



Automated deletion (life cycle)



Workflow / Approval / Permissions



Export function for data portability



Dashboard for: Reporting and metrics

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