



How can I protect my sensitive data?

Currently, there can be observed extensive free flow of electronic documents between enterprises, employees, partners or clients. As a result it is difficult to ensure that the classified information will not end up in improper hands. American analysts from the Ponemon Institute has concluded in its report that in 85% of American firms have been reported braking the safety of electronic data. Statistics show that in app. 80% the main scenario of losing data is because they were stolen by firm's employees, partners or temporary partners.

Once copied document stores on a local hard drive, becomes the ownership of his holder and the firm does not have an influence on the numbers of copies made and in consequence the number of people having access to the firm's, sometimes classified, information. In majority of firms **a document which has been sent once outside e.g. through computer net, forever stays in hands of a receiver, potentially competitor.**

In consequence we deal with situation, that various documents, which left the firm are not in any way secured and we do not have any control who id reading them or where they land.

SOLUTION

Responding to that needs for more control and security we propose you an **excellent system for securing electronic documents which grants possibility of exerting a real control over documents even if they left the organisation** and currently are in hands of former employee, partner or even a competitor.



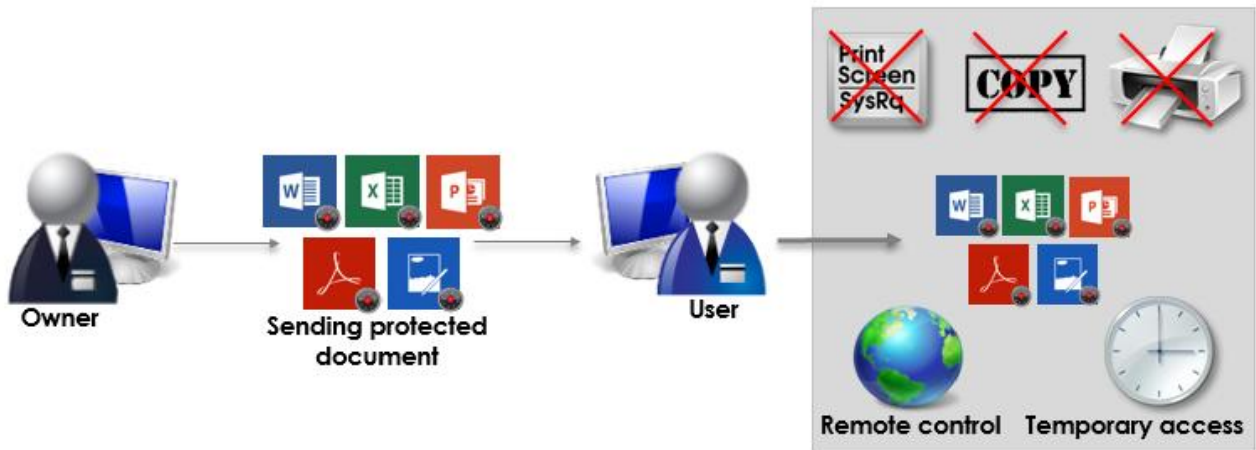
DSS changes the current situation and offers an effective way of securing documents through an introduction of **new technology**. DSS allows to control a document regardless of the fact who is at possession of it, does not matter if it is a person beyond the organisation or a firm's employee. So it is not a metaphor that with DSS you can fully control your documents, because in every moment you can cut down the access to the chosen document, even if the current holder of the document has it on its own computer beyond the firm. We can choose the moment from which one will be not able to open the document. This way the documents can be controlled within and outside of the organisation.

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Once you use DSS the documents can be freely **copied, send and you can be absolutely sure that only appointed persons can open, edit or resave them.** The document which is secured by DSS is double encrypted with long electronic keys what constitutes an effective security from the unwanted access. Moreover with DSS you can trace who, when and where has opened the document, giving at your disposal the full history of the document, which you can access any time.



Another advantage of DSS is the possibility of giving restrictions on printing, copying of the content of documents or making the screenshots. That means that we can determine if the receiver of the document will have the full rights to it or rights will be restricted to only editing, or to editing and printing without rights to coping the content or making the screenshots. Another feature of DSS is that we can determine the time range within which the document's user will be able access the document eg. to the end of the week till Friday until 20:00 o'clock.

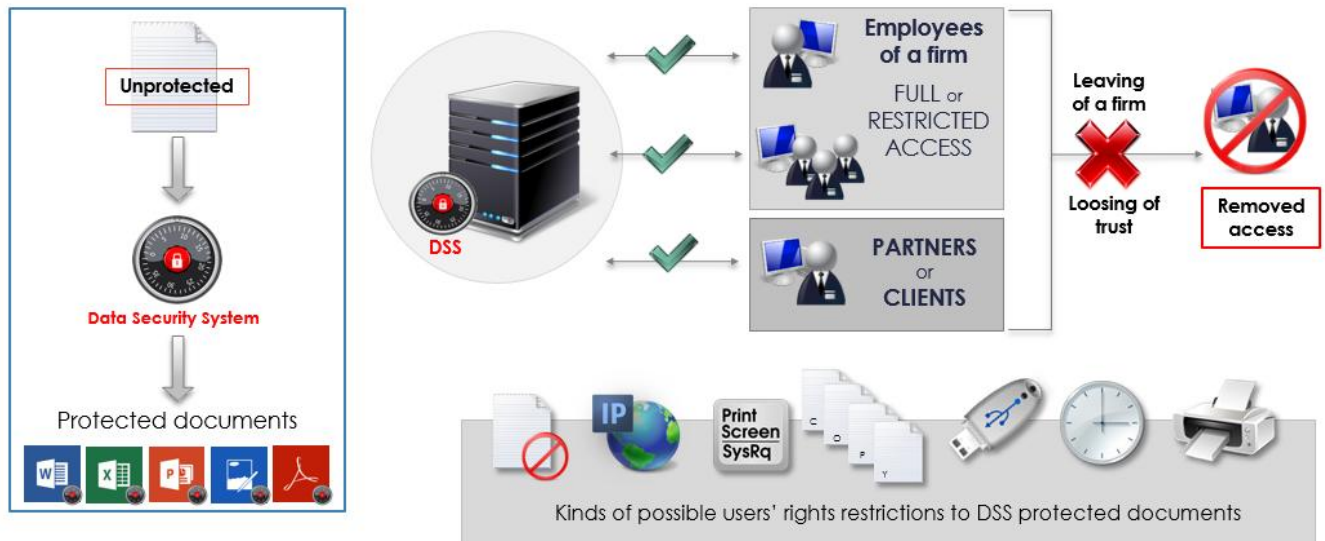


Summing up, it should be stressed that unlike any other software securing data, when documents leave the firm DSS continues to secure the document and traces all copies of the document whenever they where places and used.

Apart from the document's access control DSS enables to secure the document from **editing, printing, copying the document's content, and making screenshots.** DSS ensures, that only **entitled persons** will have access to the documents to the degree to which enable them the assigned rights and there will not take place any leakage of information. **DSS** gives you sureness that even copied or lost or stolen documents stored on cd, dvd, USB pen drive, extern servers will all the time be secured.

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DSS secures files of the following formats:

- Ms Word: doc, docx, rtf
- Ms Exel: xls,xlsx
- Ms PowerPoint: ppt, pptx
- Graphic formats – jpg, gif, png
- Adobe Acrobat – pdf

MAIN ADVANTAGES of DSS System:

Idea:

- Documents' control – securing of important documents before accidentally or conscious access of improper people
- Easy to use by securing documents by intern and extern users who create secured documents within seconds

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General features of DSS:	Firms:
<ul style="list-style-type: none">• Removing of access rights to sensitive documents at any time, e.g. after a project is finished or after an employee leaves the company• DSS allows an access to restricted documents only to appointed people in and outside of your company• Using DSS means using the same applications as currently, without a necessity to learn anything new• Possibility to define roles and access rights of users• Possibility of editing encrypted documents being offline• Possibility of easy and intuitive controlling access and giving access permissions to own documents without the necessity to engage IT staff• DSS allows to prevent the receiver of encrypted document to print, copy content or make screenshots	<ul style="list-style-type: none">• Possibility of real and effective access restricting to sensitive documents to people from outside of an company (competition) and employees in phase of e.g. procurement, data before publishing, sales data before publishing, reports etc.• Restricting access to files in the intranet, or which are sent, carried outside of your company• Restricting access to chosen documents only to appointed groups or individuals in your company, like Board of Directors, Audit department• Restricting access to documents means that, certain documents can be changed only appointed person e.g. Chief Accountant,• DSS gives possibility of giving inferior/employee a document to give input or modify, whereas the employee will be not able to copy this document or print• DSS allows also to control access to documents sent outside of your company

Where DSS can help you - functions:

- Protects for **access to sensitive data** of incompetent people
- Protects for **net invigilation** (intranet, extranet, internet)
- Protects for taking over important **attachments to you email** (encryption)
- Protects for **sniffers** – only password is useless
- Protects for **stealing, confiscating or loosing** you data (USB, Hard Disk, DVD, CD etc.)
- Protects for **hidden copying** of your data (business trip, employee, „spy“)
- Gives you **full history of actions** with DSS protected documents
- Protects for **lack of employees' loyalty** and outside partners – possibility of removing access rights to protected documents in real time

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