RIC.DOC: ELECTRONIC SIGNATURE AND DOCUMENT MANAGEMENT

The company, specialized in file centralisation, accelerated the digital transformation of one of its clients by using DocuWare's document management system and the electronic signature of Validated ID.

DocuWare | RIC.DOC SOFTWARE DIVISION

RIC.DOC is the software and technological solutions division of the Spanish company Reprografía Industrial de Catalunya, a company with more than 40 years of experience in the field of reprography, graphic arts and documentation processes. The division supports a broad range of companies by analysing the impact of digitisation for their business and streamlining work processes, allowing companies to take advantage of new opportunities.

Currently, as a partner of Validated ID, they have stood out for integrating both centralised and remote signature services in order to help their clients optimise document management processes, resulting in significant benefits and cost savings for their clients.

THE CHALLENGE: Proposing a solution to the physical paper files for their clients.

Based on a previous analysis, RIC.DOC decided to offer the electronic signature within a greater document management process, developed together with the document management software of the German company DocuWare. The Human Resources department used to rely fully on documentation in paper format: generating the contracts using their ERP, printing, signing and scanning, which made it necessary to keep a physical archive of those documents "in aeternum".

RIC.DOC valued the possibilities which would be created through an integral development of the process paired with the security and legal guaranty of Validated ID, and partnered up with Validated ID with the aim of offering their clients a complete solution to automate their processes.

> *Partnering up with Validated ID has helped us reach customers, that were previously very costly to reach. Apart from Human Resources, we were able to gain access to departments such as logistics, production and reception, as well as the signing of school consent forms etc.*

Txema Ramírez
Software Division Director.
RIC.DOC

THE SOLUTION: Integration of electronic signatures in document management processes.

Through the integration of VIDsigner's digital signature with DocuWare, the company was enabled to adapt to any platform quickly and safely. The contract document is being generated from the client's ERP, which sends it to DocuWare for indexing and to VIDsigner for signing. Once signed, the process compares it with the indexed document, which is eventually being replaced with the signed version. In the final step, DocuWare's software notifies the client's ERP that the document is signed and provides the URL where it is located, so that the client can view it directly from their ERP.

THE RESULTS: Expansion of the solution to other areas and clients.

RIC.DOC has succeeded in extending this service to more departments and clients in other sectors, apart from Human Resources, such as logistics, production and reception, as well as the signing of school consent forms.

| In addition, the solution has **drastically reduced the use of paper** and enabled the employees to spend more time managing processes of higher value, thanks to the automation of the entire system.

| The integration of Validated ID's electronic signature stood out for its legal reliability, as it ensures that the client can see and understand exactly what they are signing, as well as the collection of evidence to ensure the identity of the signer. The electronic signature is thanks to this not only as good as a handwritten signature on paper, but even better and more complete.

> *"The results are more than satisfactory. We could achieve a drastic reduction in paper use for all of our clients. Thanks to using DocuWare we also managed to automate the whole process and reduce staff costs.*

ABOUT VALIDATED ID:

Validated ID provides security and simplicity for the processes of electronic signature and digital identity verification. VIDsigner is your secure SaaS signature solution for face-to-face and remote scenarios. It combines excellent usability with the security of cryptography and biometrics. Its different signature methods can be combined to adapt to the specific needs of teams and individuals.

CONTACT:

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