



# **IMECOM GROUP & SARBANES-OXLEY COMPLIANCE:**

How Imecom Group's Fax Server and Electronic Document Delivery solutions help organizations with Sarbanes-Oxley compliance.

SOLUTION WHITEPAPER

## OVERVIEW

The Sarbanes-Oxley Act of 2002 was put into place as a result of corporate financial scandals. The purpose of the Sarbanes-Oxley Act is to heighten the accountability of corporations and corporate officers involved in scandalous accounting practices. The rules of the Sarbanes-Oxley Act require publicly traded companies to report financial earnings in a timely and accurate manner. If these rules are violated, corporations and their officers are subject to harsh fines, punishments, and in some cases jail time.

So, what does all this mean? Sarbanes-Oxley requires all publicly traded companies to retain all correspondence, communications, data, records, and documents, including faxes, between themselves and their auditors for a period of five years. It also requires CEOs and CFOs to certify that all information included in quarterly report statements is true and accurate, and that appropriate documents to support such information be made available if required.

So, how does this involve Imecom? To comply with Sarbanes-Oxley, companies must implement systems that not only improve information security, but also provide detailed audit trails as well. Imecom Group offers a viable solution to meet these challenges. Our fax server and e-document delivery solution is an easy-to-use, effective tool that helps organizations not only communicate easier, but retain documents and keep track of each document sent and received by the system. In terms of security, fax server technology remains one of the most secure methods of communicating. Documents sent and received via fax are tamper-resistant, confidential, and can be tracked easily.

## HOW CAN IMECOM GROUP HELP YOU?

Here are several simple and affordable ways Imecom Group can assist you in achieving compliance with Sarbanes-Oxley.

- **Keep Your Information Secure**

Imecom's fax server and e-document delivery solution helps you keep information secure by taking advantage of tried and true fax technology. Faxes are transmitted and received as TIFF or PDF images over a secure PSTN. They cannot be tampered with or altered. Furthermore, DM Fax Server allows organizations to automatically route confidential information directly to the appropriate and authorized individual's email inbox, fax client inbox, web fax client inbox, or to a secure network printer or directory. This ensures that only authorized individuals have access to privileged information and eliminates the security holes that come along with manual procedures. The end result - you can be certain that your information is delivered to and viewed by the right person, is automatically stored for the appropriate amount of time, and that its integrity is preserved.

- **Secure, Confirmed Information Delivery**

Exchanging information using conventional methods such as manual fax, standard mail, and courier service greatly increases your chances of violating Sarbanes-Oxley regulations because there are too many chances for information to be altered or viewed by unauthorized people. These methods are also slow, inefficient, costly, and do not always offer confirmed delivery. With the penalties of breaching Sarbanes-Oxley regulations looming, you cannot take chances using these older methods.

With Imecom Group's fax server and e-document delivery solution, you can replace traditional information delivery methods and their vulnerabilities with secure, confirmed electronic document delivery. Information can be sent directly from any PC, multi-function product, or application in real-time. Furthermore, information is routed directly to the intended recipient's email inbox, fax client inbox, web fax client inbox, or to any network printer or directory with notification of delivery and



receipt. The end result - Imecom Group's DM Fax Server helps protect confidential information, prevents information from falling into the wrong hands, and helps preserve the integrity of the confidential information.

- **Ensure That Confidential Information Cannot Be Altered**

Exchanging information via methods like standard mail, courier service, and even email do not provide complete protection of confidential information or preservation of data integrity. Anyone can intercept a letter or email message and view the contents without being discovered. This is a clear breach of security and a violation of Sarbanes-Oxley regulations.

With Imecom Group's DM Fax Server, you can send and receive documents via a secure PSTN in TIFF or PDF format, which cannot be altered or changed. This ensures that the information being exchanged is not tampered with at any point during transmission or following receipt. Furthermore, DM Fax Server offers features for automatic archival of all documents sent and received. This provides public organizations with a comprehensive system for information tracking. The end result – confidential information remains protected and unaltered, always.

- **Streamline, Centralized Communications System**

With conventional information processing and delivery methods, nothing is integrated. You are not maximizing your dollars nor using your resources effectively. Furthermore, you are not ensuring that your information is not being tampered with or seen by unauthorized individuals. This not only breaks Sarbanes-Oxley regulations, but it simply is a waste of resources and money.

Imecom Group's DM Fax Server is a comprehensive communications system that seamlessly integrates with your LAN/WAN environment to provide efficient and secure fax and e-document delivery from end user desktops, financial applications, document management and imaging systems, multi-function products, and virtually any back-office application. With DM Fax Server, you can fully maximize your existing applications and network resources, tying them all together and enabling you to deliver and receive information to and from them all. The end result – public organizations can maximize current investments and greatly improve productivity and security by implementing a centralized, secure communications server from Imecom Group.

- **Advanced Document Archival and Storage**

Sarbanes-Oxley requires publicly traded companies to maintain all communications, application data and records between themselves and their public auditors for a period of five years. This means that organizations must keep track of digital documents - how they are delivered, who delivers and receives them, and how they are stored. As mentioned earlier in this whitepaper, serious consequences exist if the rules and regulations outlined by Sarbanes-Oxley are not followed. As a result, organizations must improve the efficiency and reliability of how documents are managed and tracked.

Imecom Group's DM Fax Server offers an advanced archival and storage system that enables you to store inbound and outbound faxes electronically in a secured network storage device, archiving system, or database. It also allows you to track fax history, provide verification of document delivery, and route incoming faxes to individuals' fax or email inboxes, giving you deep audit trails to help meet the requirements of Sarbanes-Oxley



- **Trust Imecom Group**

Imecom Group has been providing enterprise fax server and electronic document delivery solutions to tens of thousands of customers since 1989. We have solidified ourselves as a market leader by providing reliable and affordable solutions to our customers. We have helped organizations like Johnson & Johnson, Cerner Corporation, Sears, Aticor, and many others achieve compliance and maximize their dollars by delivering comprehensive products and services. We can do the same for you.

**ABOUT IMECOM GROUP, INC.**

Imecom Group is a leading provider of technology solutions and services that enable organizations to integrate and automate the flow of documents and data efficiently, and to secure and protect PCs, information, and applications across the enterprise. Imecom develops, sells, and supports network fax server, electronic document delivery, and image conversion solutions that streamline electronic document processing, delivery, and receipt throughout entire organizations.

Imecom Group, Inc. was founded in 1989 and is headquartered in New Hampshire. Imecom is a member of the Prologue Software Group which is headquartered in France. Together, Imecom Group and Prologue Software Group have established a customer base that includes 2,100 development partners and 5,300 value added resellers, which in turn have established 650,000 installations across the globe. There are now more than 2,200,000 users of Prologue products worldwide.

**MORE INFORMATION**

For more information in Imecom Group and our products and solutions, please visit our website <http://www.imecominc.com> or send an email to [imecomsales@imecominc.com](mailto:imecomsales@imecominc.com). You may also call us directly at 1.603.569.0600 to speak with a sales associate.

