

DocuSign®



Secure eSignature for the United Arab Emirates

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Jean-Franco Pezzia – Major Account Exec, EMEA

jean-franco.pezzia@docusign.com

Brian LaPointe – VP Digital Signature Solutions

Brian.lapointe@fastman.com

Speakers



- Jean-Franco Pezzia
 - **DocuSign**
 - Major Account Executive
 - EMEA Region
 - [LinkedIn](#)



- Brian LaPointe
 - **Fastman**
 - VP Digital Signature Solutions
 - Worldwide
 - [LinkedIn](#)

About Fastman

- Established 2006
- **DocuSign** | Silver Partner
- OpenText Silver Partner
- SAP PartnerEdge Build Silver Partner
- Developer of **Permissions Manager** and **Bulk Data Manager** widely used by Public Sector, FinServ, Energy, and Utility organizations world-wide
- Offices in North America, Australia, and Singapore, presence in Middle East, Europe and Asia
- Specialize in Solutions for SAP Extended ECM and OpenText Content Suite



The Problem



Purchase
Orders



Sales
Agreements



Budget Approvals



Contracts



RFPs
Supplier
agreements



Regulatory
Filings



Offer
Letters



Account
Openings



Comp
plans



Non
Disclosure
Agreements

Use Cases

Sales

- Sales Order Processing
- Customer Account
- Provisioning
- Special Deal Terms
- Referral Agreements
- Reseller Agreements
- Partner Agreements
- Sales Support
- Loan Documents
- Support Agreements and Renewals

Marketing

- Event Registration
- Customer Communication Approvals
- Mass Mailing/Email Approval
- Event Vendor Agreements
- Rebate Agreements
- Sponsorship Agreements
- Promotion Agreements
- Advertising Contracts
- Press Release Approvals
- Brand Licensing Agreements
- Media Plan Sign-offs

Services

- Account Change
- Service/Work Orders
- Terms Change
- Self-Service Requests
- Compliance
- Field Service
- New Policy Applications
- Policy Cancellations / Suspensions
- Independent Agency Licensing
- EFT Authorization

Human Resources

- Offer Letters
- New Hire Paperwork
- Candidate NDA
- On/Off-boarding Checklist
- Employee Policy Distribution and Signature
- Contractor Agreements
- Non-disclosure
- PTO Management
- Performance Appraisal
- Background Checks

Finance

- Invoice Processing
- Expense Processing
- Capitalization Management
- Audit Sign-off
- Policy Management
- Inventory Sign-off
- Asset Transfer/Retirement
- Grant Applications
- Sales and Use Tax Return
- Consumer Account Opening
- Deposit Products

IT/Operations

- Asset Tracking
- Change Requests
- Requirements Sign-off
- Access Management
- Incident Reporting
- Production Change Authorization
- Maintenance Authorization
- Authorization
- Real Estate Approval
- Project Budget Approvals

Legal

- NDAs
- Contract Management
- Internal Compliance
- IP Licensing
- Patent Applications
- Board Minutes
- Affidavits
- Summons
- Engagement Letters
- Memoranda of Understanding

Facilities

- Front Desk Sign-in
- Work Orders
- Lease Agreements
- Move In/Out Requests
- Parking Permits
- Building Maintenance
- Construction CAD Drawings
- Equipment Loan Agreements
- Change Justification Forms
- Building Permits
- Change Orders

Product Management

- Change Management
- Release Management
- Code Review Reporting
- Requirements Acceptance
- Release Scope Commitment
- Policy Approval
- Beta/SDK Agreements
- Developer Program Enrollment
- Product Development Methods
- New Product Evaluation
- New Offering Announcement

Procurement

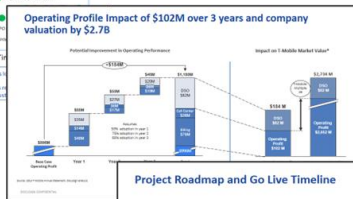
- Purchase Order
- Statement of Work
- Master Services Agreement
- RFP Sign-off
- Supplier Compliance
- Service Level Agreements
- Termination Letters
- Software License Agreements
- Rate Cards
- Invoice Processing
- Subcontractor Agreements
- Vendor Contracts

Creating a Demand Plan

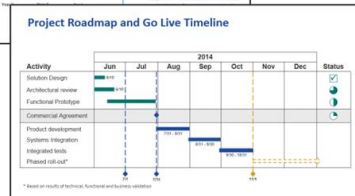
Fastman Demand Plan												
Demand Plan for [Redacted] Users												
Adoption: 20% 50% 100%												
Status	Department	Use Case	Owner	License type	Prob.	Current run rate	Total Potential	Year 1	Year 2	Year 3	3 Year Total	Related Corporate Initiative or Requirement
Identified Use Cases	Procurement	Purchase Orders	Alister Grigg	DSA	100%	1,000	3,000	1,000	2,000	3,000	6,000	PKI digital signature
	Human Resources	Onboarding	Brian LaPointe	Envelopes	75%	500	1,000	375	469	750	1,594	External CBSA signing
				DSA	75%	-	-	0	0	0	0	
				Envelopes	75%	-	-	0	0	0	0	
				Envelopes	75%	-	-	0	0	0	0	
				Envelopes	75%	-	-	0	0	0	0	
				Envelopes	75%	-	-	0	0	0	0	



Prioritization Matrix



Business Case



Digital Roadmap

This approach is the starting place for identifying your signature consumption requirements and taking the “guess work” out of your projections.

Electronic vs Digital Signature Choices

DocuSign Agreement Cloud

The world's #1 way to sign electronically

Certificate of Completion
 Certificate Number: 889DFA06F8D44E11265071EE
 Status: Completed
 Signatures: 1 (Visible: 0)
 Envelope Originator: Dan Miller
 IP Address: 75.42.242.1

Record Tracking
 Status: Original
 Date: 4/18/2013 9:19:20 AM PT
 Signature: [Signature]
 Location: DocuSign
 Timestamp: Sent: 4/18/2013 9:17:50 AM PT, Delivered: 4/18/2013 9:46:51 AM PT, Signed: 4/18/2013 9:46:57 AM PT

Signer Events
 Name: James Bellard
 Email: jamesbellard@fastman.com
 Role: Product Marketing Manager
 Using IP Address: 8.20.114.11

In Person Signer Events
 Name: Dan Miller
 Email: danmiller@cosigntral.com
 Role: Director of Product Management
 Using IP Address: 75.42.242.1

Signature Style
 DocuSigned by:
 Tom Wood
 898DFA06F8D44E1...

Envelope Summary Events
 Status: Pending/Expired, Security Checked, Security Checked

Consumer Disclosure

COPIED

DocuSign Signature Appliance

On-premise / Secure Document Signing and High-Assurance Digital Certificates

Verifiable Signature

- Complete all sections. Provide a separate page if additional space is needed.
- Provide curriculum vitae or other statement of qualifications as described in Section 2.
- Provide protocol outline as described in Section 8.
- Sign and date below.
- FORWARD THE COMPLETED FORM AND OTHER DOCUMENTS BEING PROVIDED TO THE SPONSOR. The sponsor will incorporate this information along with other technical data into an Investigational New Drug Application (IND). INVESTIGATORS SHOULD NOT SEND THIS FORM DIRECTLY TO THE FOOD AND DRUG ADMINISTRATION.

10. DATE (mm/dd/yyyy): 06/28/2018

11. SIGNATURE OF INVESTIGATOR: [Signature]
 John Miller M.D.
 Approved: Jun 28 2018 12:28 PM

Graphic Signature Name
Reason
Date Signed

(WARNING: A willfully false statement is a criminal offense, U.S.C., Title 18, Sec. 1001.)

COMPANY-named CA
 John Miller <johnmiller>

Summary Details Revocation Trust Policies Legal Notice

John Miller <johnmiller@cosigntral.com>
 FOR DEMO PURPOSES

Issued by: **COMPANY-named CA**
 FOR DEMO PURPOSES

Valid from: 2017/07/24 08:19:00 -07'00'
 Valid to: 2018/07/25 08:19:00 -07'00'
 Intended usage: Digital Signature

Clearly identifies the signer

Clearly identifies certificate-issuing authority; and confirms signer has not self-issued their own digital ID certificate.

DocuSign Signature Appliance (DSA)

Secure Document Signing and High-Assurance Digital Certificates.

- #1 rated on-premises digital signing solution for compliance-centric use cases.

- Directly integrates with Active Directory for digital certificate and signer management CONTROL
- Pre-Built connectors for the leading Document and Workflow Management Systems
- Certifications:
 - ✓ FIPS 140-2 Level 3
 - ✓ Common Criteria EAL4+
 - ✓ CEN TS 419241 Level 2

FIPS/CC Models



Enterprise Model



Certifications



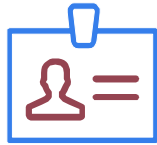
Pre-Built Connectors



DSA's Unique Value – 4 Key Features

Secure, Trusted Signatures

Authenticated using your ID system with standard digital signatures



Native file format preservation

Integration with Document Authoring Applications—complex PDF



Seal and Signature Image Support

Digital Sig, and Support for multiple PE Seals per user



Key and Certificate Management included; plus Security Certifications

Required for many regulated Environments

- FIPS 140-2 level 3
- Common Criteria EAL4+
- CEN TS 419241 Level 2



Key Benefits of signing from within your information management system

Signatures and approvals deliver a high value to your business users and encourage adoption!

Completed documents are automatically returned and stored in the information Management system

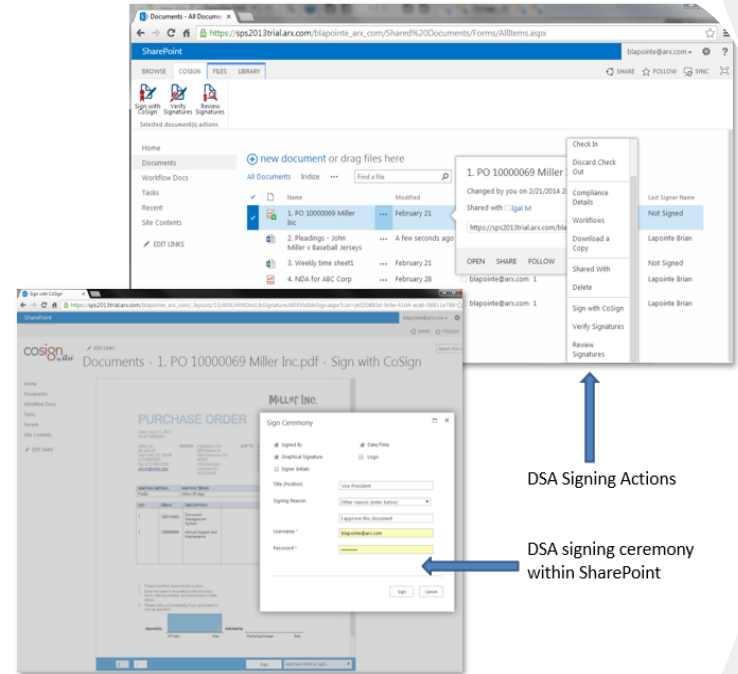
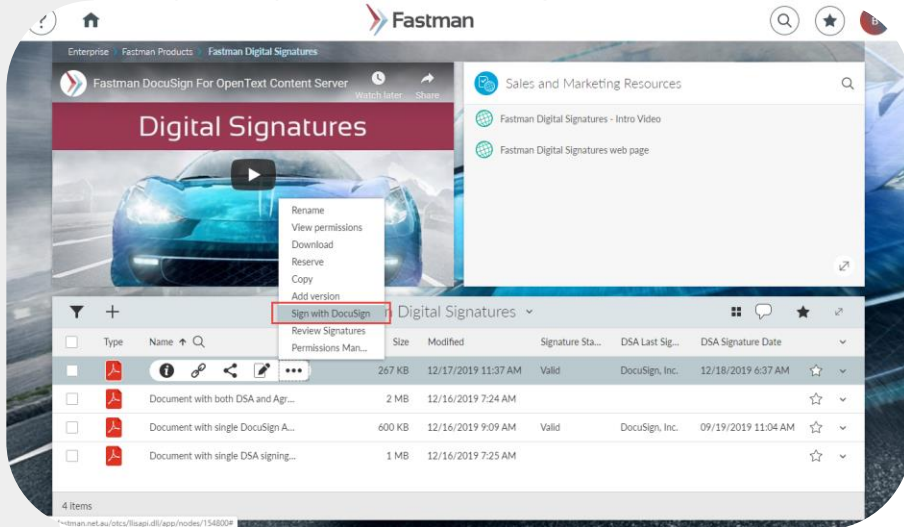
Trusted user interface to initiate the signing process

Simplifies integration with your lead applications, such as, SAP S/4Hana, SuccessFactors, SFDC, M365, etc.

Very complimentary to a business workspace design



Sign from OpenText and SharePoint



Sign from SAP Extended ECM

The screenshot shows the SAP Material Document interface for document 5000000120. The 'Business Workspace' section contains a table of folders:

Name	Size	Modified	Event
01 - Goods Movement Documents	0 Items	12/04/2018 10:49 AM	
02 - Handling & Safety Instructions	0 Items	12/04/2018 10:49 AM	
03 - Correspondence	0 Items	12/04/2018 10:49 AM	
04 - Materials	2 Items	12/04/2018 10:49 AM	
05 - Orders	1 Item	12/04/2018 10:49 AM	
06 - Deliveries	0 Items	12/04/2018 10:49 AM	

A red arrow points from the '06 - Deliveries' row to the 'Embedded Smart UI Widget' box.



**Embedded Smart UI
Widget**



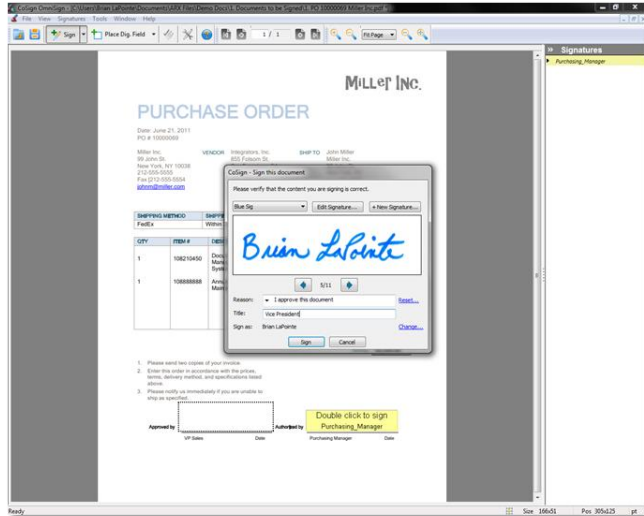
The screenshot shows the OPENTEXT Extended ECM interface for user 102075 Pauline Fournier. It displays a 'My Team' list, 'Tickets' section with items like 'Training Certificate-25' and 'upload missing social insurance card-24', and an 'Activity Log'. A red arrow points from the 'Embedded Smart UI Widget' box to the bottom of this interface.

Ways of Signing with the DSA

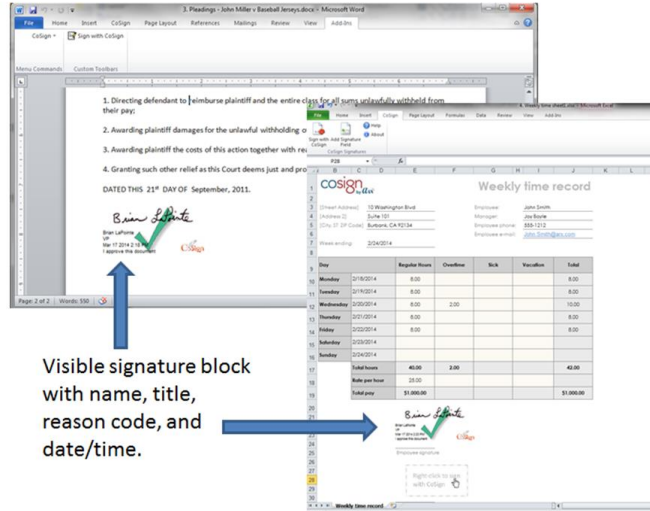


Signing from Desktop and Mobile Apps

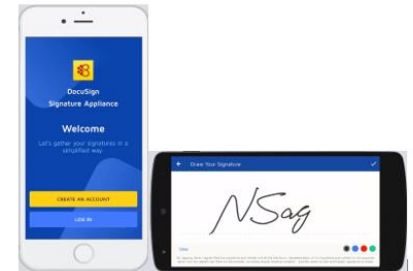
Sign PDF with “Prepare and Sign”



Sign MS Word and Excel



Sign with iOS and Android Mobile Apps



Signing Demonstrations

Internal Ad-hoc Signing:
Signing a **legal correspondence** and a **purchase order** in Content Suite using DocuSign Agreement Cloud

2 Party Signing of an NDA with **Anchor Tags**

External Signing:
Collecting signature from **external company** on a Work Order using DocuSign Agreement Cloud.

Signing an **engineering drawing** in Content Suite with the DocuSign Signature Appliance.
On-premise signing where the document never leaves the control of Company.

Send using a predefined **DocuSign Template** from within Content Suite and xECM

Smart UI **Workflow Signing Activity**. Initiate a signing workflow in Smart UI, route, and sign.



DocuSign Complies with UAE eSignature Standards



- Under UAE law, a written signature is not required for a valid contract – contracts are generally valid if legally competent parties reach an agreement.
- [Resources](#) – Federal Law No 1 of 2006 on Electronic Commerce and Transactions
- Data residency: Using the DocuSign Signature Appliance solution, deployment is on-premise and under your control.
- Appropriate Use cases: HR documents, commercial agreements, consumer agreements, service agreements, termination notices, software license agreements.
- Not appropriate: documents with formal notarization including family law contracts, deeds of title to real property, employment agreements which must be filed with Ministry of Labour, securitization documents

<https://www.docusign.com/how-it-works/legal/global/the-united-arab-emirates>



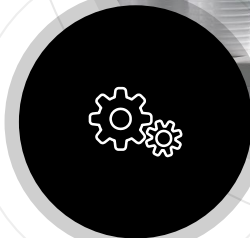
Fastman Solution and Service Offerings

Fastman develops, supports, and directly sells the Connector for DocuSign / Content Suite

Fastman provides expert signature automation and workflow configuration services for Content Suite and Extended ECM

Fastman is an authorized DocuSign reseller. We can quote, sell, and deliver all required components.

DocuSign | Silver Partner





Thanks!

Any questions?

You can find me at

Brian LaPointe
Vice President
Fastman

Brian.LaPointe@fastman.com

Jean-Franco Pezzia
Major Account Executive
DocuSign

Jean-franco.pezzia@docusign.com

CONTACT US

info@fastman.com

www.fastman.com

 [@FastmanCS](https://twitter.com/FastmanCS)

(NA) +1 949 955 4949

(AU) +61 3 9804 8251

(SG) +65 6679 5686

(NL) +31 6 4206 3775

