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Read & Sign - Policy Management
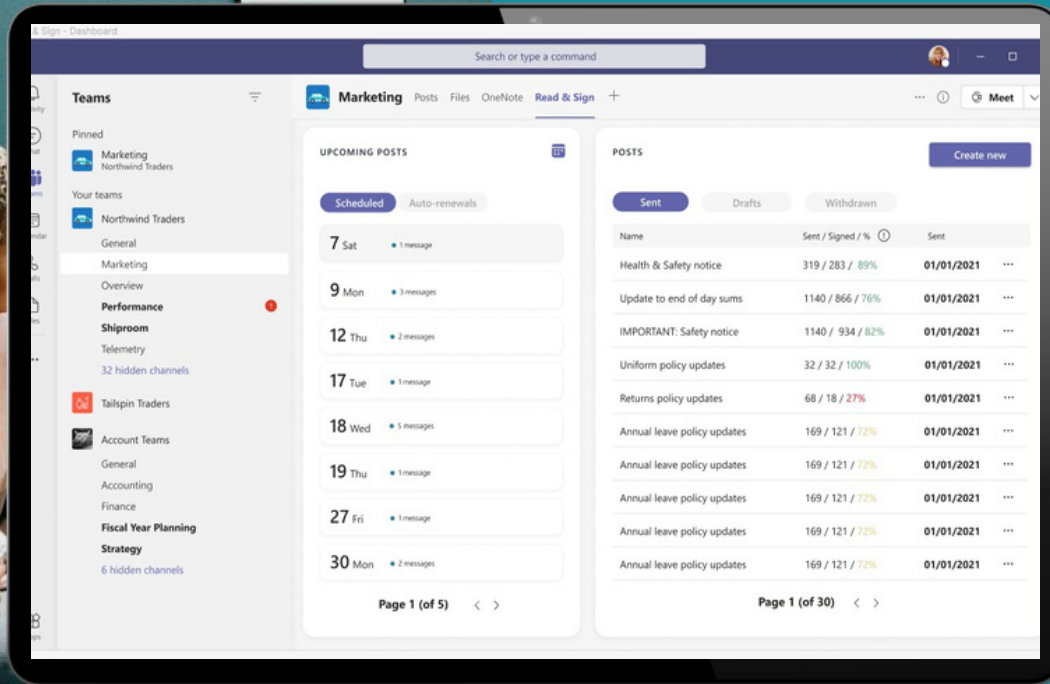with Microsoft Teams App

Policy Management for Your **Frontline Workforce**

Ingentive Read and Sign instantly disseminates information to employees with an audit trail on who has read and signed critical documentation.

The app sits natively in Microsoft Teams, where users can quickly send, receive, track and report on policy and regulation updates.

This transforms a manual, time consuming process into a digital, compliant and operationally efficient improvement.

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Compliant policy management from within Microsoft Teams

Regulated industries require employees to read, acknowledge and accept documents such as updated security briefings, operating procedures or health and safety policies.

It's not easy to ensure all employees have read and understood the policies relevant to their role, but failure to do can result in financial loss and reputational damage.

Ingentive Read and Sign allows your organisationto track the communication of important updates and report on employee engagement, ensuring full audit trail of critical updates.

Features and Benefits

- Push out important updates and capture the evidence that users have viewed and accepted

- Built in reporting capability and recall feature

- No need for additional licensing as the app sits within Teams Replace paper-based processes

- Ideal for dispersed or hybrid workforce

- Reduce your carbon footprint

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Customer Success
Menzies Aviation

"We'd engaged with Ingentive previously around the adoption of Microsoft 365, the configuration of our tenant, Microsoft Teams security and deploying Microsoft InTune for mobile device management.

Following the exploratory sessions, they scoped out a statement of work to develop a read and sign application. We wanted to digitalise the read-and-sign process and Microsoft Teams provided the perfect platform for this. Once we started to circulate the idea around the network, the option to move away from paper was well received.

We'll be working with Ingentive on this. We see Ingentive as our aligned partner for the development of Microsoft PowerApps and our use of Microsoft Teams going forward."

Read the full Menzies Aviation case study **here.**

Steven Kay

CISO, Menzies Aviation

MENZIES AVIATION

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Thank you.

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