

Boost Productivity & Efficiency with Us

Smart Office Automation & Secure DocuDigitisation
Introstat: Driving Innovation Across South African Industries

Table Of Content

Disclaimer 02

Information regarding solution scope and availability

About Us 03

Who we are and our vision & services

Overview 04

About the solution

Key Features 05

Tools that power your productivity

Key Features 06

Key features continued

AI Capabilities 07

Boosts efficiency through intelligent automation

Project Plan

Step-by-step implementation process

Compliances & Governance

The value Introstat delivers



Disclaimer

The information shared in this presentation regarding DocuDigitisation is for informational purposes only. The content provided reflects the current capabilities, features, and potential benefits of DocuDigitisation as of the time of the presentation. While every effort has been made to ensure the accuracy, reliability, and relevance of the information, no guarantees are made regarding the completeness or timeliness of the data presented

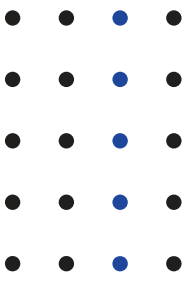
This presentation is not intended to be a comprehensive guide or definitive recommendation regarding DocuDigitisation. The views expressed herein are based on the present functionality and scope of DocuDigitisation, which may evolve or change over time as the solution undergoes further development or updates. As such, features, capabilities, and pricing may be subject to revision.

The solution discussed is designed to address certain use cases within DocuDigitisation, but its applicability to specific organizations or industries should be assessed independently. The effectiveness of the solution will depend on the specific needs, technological environment, and compliance requirements of each organization.

Introstat and any associated parties make no representations or warranties regarding the future performance or suitability of DocuDigitisation for any specific organization or industry. The information provided does not constitute legal, business, or professional advice, and attendees are encouraged to consult with experts in their respective fields before making any decisions based on the content presented.

Neither Introstat nor any associated companies will be liable for any direct, indirect, or consequential damages resulting from the use or reliance on the information presented during this session. The implementation and integration of DocuDigitisation should be done in consultation with qualified professionals to ensure compatibility, security, and compliance with applicable regulations.

By attending this presentation, you acknowledge that the information presented is subject to change and that Introstat is not responsible for any errors, omissions, or misinterpretations in the content. It is recommended that organizations conduct a thorough evaluation of any DocuDigitisation solution before implementation.



About US

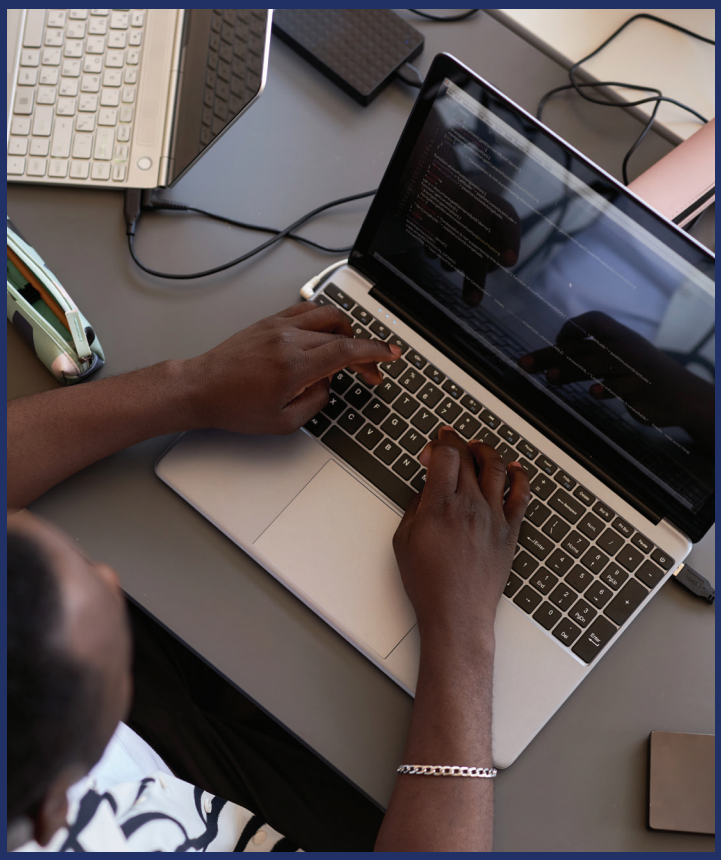
Introstat is a multi-vendor,value-added solutions provider with branches in Gauteng, Kwazulu-Natal, Western Cape, Limpopo & Mpumalanga offering Managed IT Services.

Our national distribution, support, and skilled sales team ensure fast delivery of top printing and IT solutions anywhere in South Africa.

Our Vision

Introstat provides tailored managed IT services, earning client trust, becoming the preferred supplier, upholding vendor standards, and creating a workplace our employees take pride in.

Introstat is a proud Level 1 BBBEE contributor. This status enables you to claim 135% of your spend with us towards your BBBEE procurement target.



Our Great Services

IT HARDWARE
Computers, printers, and accessories for all needs.

NETWORK SERVICES
Design, install, and manage secure business networks.

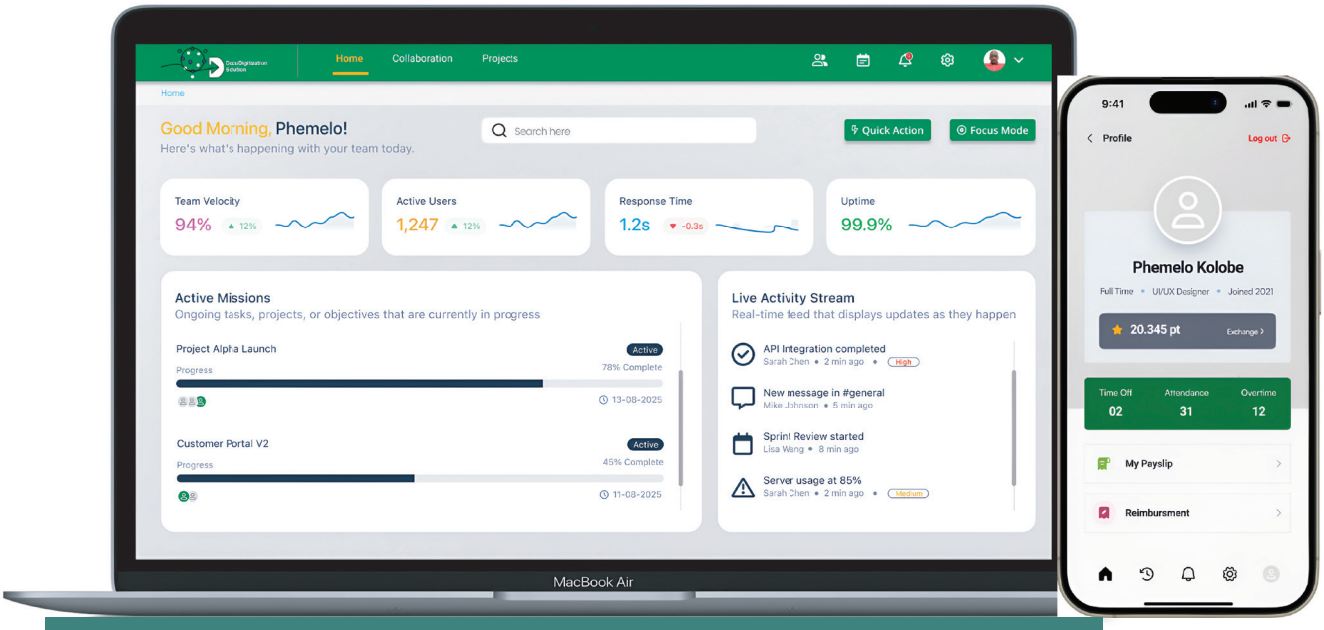
SECURITY
Protect systems with advanced threat detection and firewalls.

SERVICE & MAINTENANCE
Reliable onsite and remote IT equipment support.

PRINT CONSUMABLES
Quality ink, toner, and paper, delivered nationwide.

SOFTWARE
Licensing and support for essential business applications.

Overview



DocuDigitisation by IntroStat is a secure, scalable document management platform built to help South African business streamline operations, cut costs, and reduce risk. Powered by Azure Cloud Infrastructure with full local data residency, it ensures regulatory compliance and 99.99% uptime through redundant systems and multiple failover mechanisms. Security is reinforced with multi-factor authentication, AES-256 encryption of data at rest, TLS 1.2 + for data in transit, and an Azure Web Application Firewall, making it ideal for sectors like ICT, banking, healthcare, engineering, and manufacturing.

Beyond security, DocuDigitisation boosts productivity with advanced search tools, including full-text and metadata search, for quick document retrieval. Retention policy management optimizes document lifecycles, while granular access control and detailed audit trails provide transparency and accountability. Backend by Introstat's industry expertise , DocuDigitisation delivers efficiency, compliance and scalability to help organizations reimagine document management in a fast-paced digital world.





From ICT and banking to healthcare, engineering, and manufacturing, Introstat empowers South African businesses with intelligent digital solutions that streamline operations, reduce costs, and mitigate risk. Our advanced office automation and document management systems help organizations stay ahead by combining industry expertise with cutting-edge technologies.

Key Features of the DocuDigitisation Solution Portal:

> Instant, Secure Access to Digitized Documents.

> Seamless Automation to Enhance Operational Efficiency.

> Compliance-Centric Design to Meet Regulatory Requirements.

Security You Can Trust Advanced Protection

Multi-Factor Authentication (MFA)
Secures access with an extra layer of verification.

End-to-End Encryption
AES-256 for data at rest, TLS 1.2+ for data in transit.

Azure Web Application Firewall
Shields against common online threats.

Multiple Fallover Systems
Ensures 99.99% uptime for uninterrupted access.



Robust System Architecture

Azure Cloud Hosting
Scalable, secure infrastructure for peak performance.

Data Residency
All data is stored within South Africa, ensuring full compliance with local regulations.

High Availability
Redundant systems and backups ensure continuous service.





Smart User Management & Transparency

Granular Access Control
Define roles and permissions down to the document level.

Comprehensive Audit Trails
Log and track all user activity for full accountability.

Streamlined Document Management

Advanced Search Tools
Locate documents fast with full-text, metadata, and custom filer search.

Retention Policy Management
Control document lifecycle for efficient storage and regulatory compliance.

DocuDigitisation
Built for Performance, Security, and Growth.



The DocuDigitisation portal is your all-in-one solution for secure, scalable, and efficient document management.

Backed by top-tier technology and deep industry knowledge, we help businesses thrive in a rapidly evolving digital landscape.



AI-Powered Capabilities

Intelligent Document Classification
Automatically categorizes and tags documents.

Predictive Insights
Identifies trends, usage patterns and potential risks.

Automated Reminders & Workflows
Ensures deadlines and approvals are never missed.

Virtual Assistants & Chatbots
Supports users with FAQs, document retrieval, and access requests.

Project Plan

1. Discoverability & Requirements Analysis
Understand organization needs and regulatory constraints.

2. System Design & Architecture
Configure portal, AI features and security layers.

3. Deployment & Integration
Seamless onboarding and migration of existing documents.

4. Testing & Quality Assurance
Validate performance, security and compliance.

5. Training & Change Management
Empower staff with portal use and best practices.

6. Go-Live & Support
Full launch with continuous monitoring and technical assistance.

Compliance & Governance

Regulatory Alignment
GDPR, POPIA , and local banking/ healthcare compliance.

Audit Ready Reporting
Maintain full traceability for regulatory and internal audits.

Automated Reminders & Workflows
Ensures deadlines and approvals are never missed.

Data Retention Policies
Automate retention and deletion per legal requirements.



Your Trusted Business Partner

At Introstat, we provide cutting-edge Smart Office Automation and DocuDigitisation solution tailored to your needs, from improving operational efficiency to ensuring compliance, our solutions allow South African businesses to stay ahead in an evolving digital landscape.



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