



AVANTIS

A TeamLease company

Call us at
8893 594 595

AVACOM

Control . Comply

Avantis Regtech, a Teamlease company, is focused on digitising compliance management in India. With Avacom, Avantis offers an industry leading software solution to over 1,000 legal entities in India. Its solution available on web and mobile platforms, helps its customers migrate to a transparent, accountable, timely & efficient compliance program.

www.avantis.co.in

302A & 302B, City Tower, Boat Club Road, Pune- 411001, India



01 COMPLIANCE TYPES

Time Based Compliance

- One-time / Daily / Weekly / Monthly / Quarterly / Half-Yearly / Annual Frequencies
- Statutory & Internal Compliances

Event Based Compliance

- Secretarial Events (Over 70 Events)
- Non Secretarial Events

Ongoing Compliance

- Actionable and Informational Checklists

Covers Law of the Land

- Labour, Finance & Taxation, Secretarial, Commercial, Industry Specific, EHS & General Categories

02 COMPLIANCE DATABASE

Comprehensive Legal Coverage

- All Central, 29 States, 7 Union Territories & Local bodies
- Coverage for over 35 industries

Updated Hourly

- Notifications from over 2,000 Govt. websites
- Searchable by keywords, categories, industry & dates

Acts & Compliance

- Section, Para & Rule
- Compliance Details, Frequency, Penalty, Sample Form, Relevant notes & Legal Updates
- Personalised, National, Real time & Comprehensive daily/weekly/monthly newsletters



03 COMPLIANCE CALENDAR

Monthly Compliance Calendars

- Current & Previous months

Views by Specific days

- Colour coded status by day/date

Organised by compliance types

- Statutory Compliances
- Internal Compliances
- On-going (Actionable information & checklists)

Integrated with mail clients

- Outlook Client / Office 365
- Google for Business Calendars

Available on Mobile Apps



04 PRODUCT MODULES

Statutory Compliance Module

- 1,000+ Acts, 58,000+ Compliances, 3,000+ Filings across 29 States, 7 Union Territories & Local bodies

Internal Compliance Module

- Define your own Internal Compliances

Litigation Module

- Manage all Legal Cases / Notices and their life cycle

Contract Management Module

- Manage all agreements, contracts, templates centrally

License Management Module

- Manage all statutory & other Licenses / Registrations centrally

Task Management Module

- Create, Assign, Track & Manage all tasks



05 WORKFLOW MANAGEMENT

Multiple Roles by Levels and Functions

- Performer, Reviewer, Approver, Management, Admin & Auditor Roles

Multiple Layers of Management

- CXOs, Regional, Zonal, Departmental & Location Head

Standard and Custom Workflow Options

- Pre-completion and Post-completion of Compliance

One or more tasks options for a Compliance Item

- Assignments can happen to any number of users

Admin Role available for self administration

- User Management, Task Management, Entity / Location / Branch Management

SMART, COMPREHENSIVE & FLEXIBLE

Dynamically manage compliance assignments

- Based on employee leave and Out of Office Scenarios

Track Interest and Penalty Expenses

- Available at Act / Compliance / Period / User level

Audit Role to facilitate restricted third party audits

- Set up Audit for a temporary user with restrictions on Acts / Compliances / Category / Locations

Reject / Re-submit / Revise Compliance Options

- Flexible workflow available to accommodate multiple rework and reviews



06 DOCUMENT MANAGEMENT



Universal Document Viewer

- Supports 47 different file types

All Documents are Encrypted

- Encryption standard - AES 256 bit

Document Downloads / Uploads

- Single or bulk downloads / uploads
- Download to Local / Network drive

Tamper proof

- Does not allow deletion or modification of any uploaded document

Version Management

- Can manage any number of versions for a given compliance document / working file



DIGITIZE, ORGANIZE & COLLABORATE

Mandatory Document Review Option

- Ensures review by Supervisor before approval

Document Preview Option before Submission

- Ensures validation prior to upload

Document History

- Parameters such as upload date / time stamp, user, previous views, version, size & type

AVACOM Drive

- Organise all critical documents in folders
- Private & shared folder and file options available
- Personalised Tags for easy search & retrieval

Easy Navigation between files and folders



07 SECURITY

Strong password policy enforced

- Password strength & expiry
- Account lock feature for suspicious activity

Dual Factor Authentication

- OTP or Security Question in addition to User Credentials (ID and Password)

Data at Rest and Data in Motion is Encrypted

- https / SSL and AES 256 bit encryption standard

User Activity Logging for incident prevention

- Generates user activity audit log to monitor user actions

Role Based Authorisation and Access

- Capability to restrict access by IMEI, IP Range, Mac ID to control system access by users

08 AVAILABILITY

24*7*365 Available on Web / Mobile Platforms

- 99.99% availability

Supports all popular browsers

- IE 9+, Edge, Chrome, Firefox, Opera, Safari
- Multiple daily/weekly/monthly backups

Platform independent

- Supports Windows / Other platforms

Comprehensive Business Continuity / Disaster

Recovery

- Multiple availability Zones
- Hot, Warm & Cold sites available



09 MOBILE APP

Full Feature apps on IOS and Android Platforms

- Restrictions on document upload and download for security reasons

Secure with PIN and Biometric options

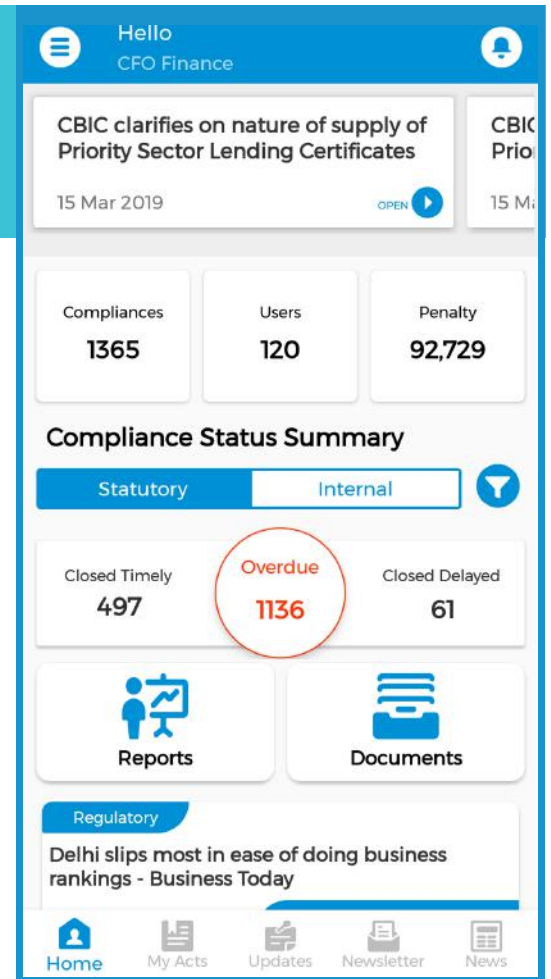
- Encrypted Cache
- No critical data stored on local device

Optimised for 3G and 4G Networks

- Works well in slow data network conditions

Real time alerts

- Reminders & Escalations
- Legal Updates



10 DASHBOARDS



Colour Coded, Graphical, Drill Down Capability

- Highly intuitive, real time updated, personalised by user configuration

Tracking 72+ parameters real time

- Provides enhanced visibility, transparency and control for timely interventions

Highly configurable

- Views by Financial year, Entity / Locations, Periods

Entity/Location wise grading reports

Compliance Status by

- Risk, user, entity/Location, category

Capabilities to make queries / comments



11 REPORTS/ NOTIFICATIONS

Comprehensive graphical standard reports

- Six different types of comprehensive and graphical auto generated weekly reports
- Delivered on email, web and mobile platforms

Custom Reports / Query builder

- Capability to generate on demand reports
- 10+ parameters such as entity, location, user, risk, category, period among others

Standard Scheduled reminders and notifications

- Available on email, web platform, mobile App

Customisation capability

- Personalise alerts / reminders / escalations based on specific needs

12 SUPPORT

Multi-channel support

- Available on real time chat, IVR, Emails & Support ticket system

Domain Support (Legal and Compliance)

- Lawyers & Company Secretaries on call

Technology Support

- On Request tech support

Product Support

- Features / Training Support

Configuration Support

- Implementation Support including modifications to entities / locations / assignments / compliance mapping / exclusions etc

