



**Integra Business Systems, Inc.
And
Sarbanes-Oxley Compliance**



INTEGRA BUSINESS SYSTEMS, INC

Linking technology with personal service

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The Sarbanes-Oxley legislation that was passed in 2002 imposes a wide range of restrictions and responsibilities on publicly traded companies. Simply put, the rules are designed to increase corporate accountability and information retention in the wake of Enron and other accounting scandals.

Unlike HIPAA regulations in the medical field, Sarbanes is not explicit in defining requirements that software systems must have to be in compliance. There is therefore no “magic bullet” or turnkey system on the market that can guarantee compliance. Instead, a combination of policies and procedures for employee behavior must be coupled with integrated software systems to insure those policies are enforced.

Integra offers a suite of products that can help in key areas:

- **Audit Trail** (user access logs and document tracking to ensure critical documents have been received)
- **Document Workflow** (for monitoring of business activities and to help with internal controls)
- **Financial Data Archiving** (COLD, extracts, migration and reports)
- **Instant Access** (the SEC requires documents to be sent within 48 hours of a request)
- **Integration** (with financial, customer relations and marketing systems)

Even if your company is not publicly held these areas are still important to address when improving efficiency, reducing costs and as a hedge against future legislation. In an ever-changing regulation landscape it's a safe bet to have a good document management system already in place.