

## Secure And Manage All Documents. Wherever They Are.

### Key Differentiators

Collabware is highly focused on security and data protection. Our cloud product, Collabspace, is the first and only FedRAMP and NARA compliant, Software as a Service (SaaS) solution currently available with archival, discovery and end-to-end records management capabilities to prove this level of security.

- Most Secure NARA Compliant SaaS Records Management Application
- FedRAMP® Moderate Joint Authorization Board (JAB) P-ATO Authorization
- StateRAMP® Moderate Authorization
- Leverage Existing M365 Licensing



Records Management is deeply rooted in policies, mandates and the law. Whether you are a Records Officer, Chief Information Officer (CIO), Chief Data Officer (CDO), Chief Information Security Officer (CISO), or Chief Technology Officer (CTO), we can help you meet these important mandates.

### Key Mandates

M-23-07 – Update Transition to Electronic Records	M-19-21 – Transition to Electronic Records
M-19-23 – Evidence Act	M-19-18 – Federal Data Strategy
M-22-09 – Zero Trust	EO14028 – Improving Nations Cybersecurity
M-20-33 – Presidential Transition Guidance	EO14058 – Transforming Customer Experience

## Search, Content Enrichment & Security at Our Core

### FedRAMP Secure and NARA Compliant Records Management

Simplify your records management strategy by automating records management policies on your electronic and physical records through a lightweight and highly secure SaaS solution. Collabspace is the only FedRAMP Joint Authorization Board (JAB) Authorized, NARA-compliant SaaS solution for Records Management. Records lifecycles are streamlined, secured and automated, giving Records Management or Information Governance users the ability to govern records at scale.

## Multi-Platform Content Accessibility

We understand that many agencies have records and data that need protection and governance across multiple clouds and systems. With Collabspace you can provide records governance, data protection and NARA compliance to all of it.



## State of the Art Search & Discovery

With the ability to gather fast and targeted results that have been indexed from across all content types and data repositories, you'll find what you're looking for in a fraction of the time.

- Fulfill FOIA Requests in a flash and create Legal Holds
- Template common queries and preview files without downloading
- Federated search gathers results within a unified and customizable results page
- Keyword or Complex Query based search across all content
- Ability to search the most recent version or all versions of records

## Understand Your Content & Do More with Less

With CollabSpace content enrichment features, auto-categorization and multi-platform content accessibility, you accelerate speed to compliance, records policies will keep pace with your data / records growth and simplify your paper-to-cloud initiatives.

- Automatic Optical Character Recognition (OCR) & Audio / Video Transcription
- Keyword, Entity Extraction and Object Detection
- Content and Records Analytics Dashboards
- Auto-Categorize Records Against NARA Records Control Schedules, General Records Schedule (GRS) or Other Agency Records Schedules
- Defensible Records Disposition Certificates

## Simply the Most Secure

CollabSpace is most secure NARA Compliant SaaS Records Management Application on the market. CollabSpace has gone beyond the 421 Security Controls necessary for FedRAMP.

- All content stored in Write Once Read Many (WORM) Compliant Storage
- All content is encrypted at rest and in-transit
- Object level encryption with rotating customer-specific keys
- DOD IL4 Assessed by 3PAO
- FedRAMP Joint Authorization Board (JAB) Authorized

## Certifications & Standards



OMB M-23-07/M-19-21 & UERM



## Procurement



carahsoft.

Carahsoft - North America | Co-Sell Partner

NAICS Codes:  
511210 - Software Publishers  
518210 - Data Processing, Hosting & Related Services  
541519 - Other Computer Related Services  
541611 - Administrative Management and General Management Consulting Services

D-U-N-S Number: 078830982



### Electronic Records Management

Centralized, in-place electronic records management or a hybrid of the two; based on Agency needs. Automated categorization, retention, security and defensible disposition.



### Records Lifecycle Workflows

Drag & Drop visual design board to create and automate comprehensive records lifecycle workflows and defensible disposition for all of your Agency's records.



### Auto-Categorization

All content is auto-categorized to the General Records Schedule (GRS) and Agency specific records control schedules.



### FOIA & Legal Hold

Single user can search all repositories with Collabware to fulfill FOIA search requests and apply Legal Holds to the content.



### Off-Boarding

As Federal Employees or Contractors transition from their duties, quickly and easily capture all content to comply with Capstone or off-boarding procedures while preventing knowledge loss.



### Physical Records Management

Manage a digital representation of your physical inventory including storage facilities, rooms, shelves, boxes, files and more, all alongside your Electronic Records.



### Manage from Multiple Sources

Connect and govern some or all content source repositories for your Agency and onboard new content sources at your pace.



### Security

Agency assessed at FedRAMP High, JAB P-ATO In-Process, DoD IL4 and currently implementing DoD IL5 controls.



### Records & Information Governance Team

IT Users and End Users do their day-to-day work; Records & IG users work with the Collabware to reach compliance with NARA.



### Manage Content Sprawl

Even as content growth skyrockets in Teams, File Shares, digitization/scanning efforts etc., Collabware auto-categorizes all the content at scale based on rules, as it streams into the system.



### Precision Search & Discovery

Simple keyword, operator syntax or advanced metadata queries locate and return content from interface. all connected repositories to an easy-to-use customizable results



### Content Enrichment

Automatic Optical Recognition (OCR), keyword & entity extraction, audio/video transcription.



### Protection & Encryption

Write Once Read Many (WORM) compliant storages with data encryption at rest and in transit.



### Multiple File Plans

The agencies file plan be permission trimmed or split into multiple file plans so Agencies can delegate records governance to the appropriate team or individual.




### Simplify Paper-to-Cloud

When the digitized paper records are sent into Collabware, the content is automatically enriched with OCR, Keyword and Entity Extraction and auto-categorized to your records control schedules.

## Contact Us

### Collabware Government Sales

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