



Prevent disclosure of confidential or sensitive information

Reduce financial and reputational risk

Ensure regulatory compliance

Set up enterprise metadata policies for all users

Allow context sensitive cleaning without disruption to users' workflow

Work from anywhere

Now integrates with RMail to track, e-sign, and encrypt email

cleanDocs protects organizations and their customers from accidental information and metadata leaks. Unintentional leaks have the potential to embarrass or negatively impact a company's financial well-being.

cleanDocs integrates tightly with email systems to ensure all documents sent from an organization are scrubbed clean of any damaging or private information.

cleanDocs consists of two modules - **cleanDocs Desktop** and **cleanDocs Server**. They can be deployed independently or together for a more comprehensive metadata management solution.

NEW TECHNOLOGIES, NEW RISKS

With increased mobility and technology advances come increased risks. Consider corporate mobile devices, BYOD, telecommuting and web mail. cleanDocs offers a complete and comprehensive solution to safeguard your documents no matter how they are distributed.

AN ENTERPRISE-CLASS SOLUTION

cleanDocs is an enterprise-class solution, centrally managing desktop and mobile users to ensure all documents leaving an organization are assessed for risk and cleaned if necessary. The software can be easily deployed across the organization. IT Administrators can establish and push out customized organizational and departmental profiles for cleaning metadata via a desktop utility or via XML files. IT Administrators can choose whether to clean on the desktop, on the server, or allow users to make decisions on the desktop with cleaning done on the server.

INTERACTION WITH CLEANDOCS DESKTOP

Enabling the Clean on Send option in the cleanDocs Configuration Manager, gives Administrators the option of having the cleaning done on the server rather than on the desktop. For the user, there will be no obvious difference as they will still be able to select cleaning policies, convert attachments to PDF, Secure PDF or ZIP files, and check recipients and attachments for errors. The process will be invisible and seamless.

MORE SPEED, LESS DISRUPTION

cleanDocs is incredibly fast. Its multithreaded design can clean multiple documents concurrently in less than a second, minimizing disruptions and lost productivity in the workplace.

POLICY-BASED CLEANING

Powerful metadata management policies set up by IT Administrators ensure that every document is cleaned based on the recipient's profile.

This minimizes workplace interruptions, removing time-consuming decision-making from staff who simply select the appropriate policy from a drop-down.

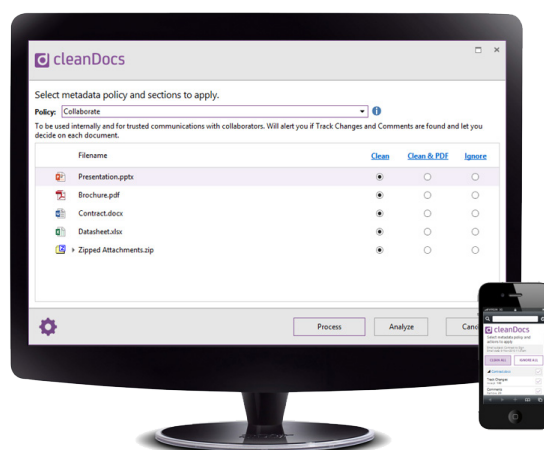
CONFIGURABLE TO YOUR NEEDS

IT Administrators can fine-tune cleaning workflows to reduce user interaction via the cleanDocs Configuration Manager or XML files. Individuals can override optional metadata types when sending an email.

These optional metadata types can be configured by the Administrator. Flexibility for the user, control for the Administrator.

RPOST INTEGRATION

cleanDocs integrates with RPost, a Registered Email service allowing senders to track and prove email receipts, send for e-signature, and dynamically encrypt emails with minimum steps for both sender and receiver. RMail is embedded in the cleanDocs interface.



EMAIL INTEGRATION	Integrates with Microsoft Outlook on the desktop Integrates with Microsoft Exchange for mobile users Requires no server configuration if desktop Clean on Server mode is enabled Cleans document attachments of hidden content Analyzes attachments on Send for hidden content Converts cleaned attachments to PDF for extra security Requires confirmation of external recipients No need to re-confirm recipients if confirmed in a previous email thread Emails stored in Sent Items match those seen by recipients Integrates with iManage Security Policy Manager to enforce policies Integrates with RPost to track, prove, e-sign, and encrypt emails	SYSTEM REQUIREMENTS Operating System Desktop Microsoft® Windows 10, 8.1, 8, 7 SP1 (32-bit or 64-bit) Microsoft® Outlook 2010 and above (32-bit or 64-bit); or Office 365 Microsoft® Office 2010 and above (32-bit or 64-bit) DocsCorp products integrate successfully with Microsoft Office 365 when installed locally. .NET Framework 4.7.2 or later Supports Citrix XenApp/XenDesktop/Terminal Services Clean on Server mode requires cleanDocs Server 1.7 or later cleanDocs Desktop 2.4 or later Hardware Single or Multicore CPU 2 GB minimum RAM 2 GB free disk space Operating System Server Microsoft® Windows Server 2019, 2016, 2012 R2, 2012 or 2008 R2 Microsoft® Exchange - 2016 CU3 or later - 2013 CU6 or later - 2010 SP3 Hardware (recommended) Quadcore, 2 GHz+ x64/x86 processor with SSE2 4 GB RAM There are separate requirements for the Exchange roles and SQL Server database. Integrations Microsoft Office iManage Work 10 iManage FileSite/DeskSite NetDocuments (ndOffice) OpenText eDOCS HighQ Available cleanDocs Desktop cleanDocs Server
COMPREHENSIVE CLEANING	Cleans hidden content from documents Cleans MS Word documents, Excel spreadsheets, PowerPoint presentations, PDF documents, JPG, and PNG images Advanced data leak protection: detects improper redaction in both Office and PDF files and sensitive hidden information in Excel Provides configurable policies to set context and user interaction to guide users to do the right thing	
SPEED	Cleans multiple documents in under a second, minimizing disruption	
PDF CREATION	Cleans and prints to PDF and PDF/A for additional security Secures documents to prevent changing or copying Creates industry-standard PDF documents	
DETAILED METADATA REPORTING	Produces a detailed analysis and report of document metadata, which can be saved as an HTML document for reference Analyzes documents on Send to assess risk. Users can determine the appropriate action based on analysis Cleans documents based on risk analysis	
ENTERPRISE-CLASS METADATA MANAGEMENT	Easy to deploy and manage across an organization via a desktop utility or XML files Define and deploy cleaning policies that meet organizational needs Clean, retain or add specific metadata as needed. For example, clean all Document Properties, but retain the DMS docID and add "© My Company" to all outgoing documents Cleans documents of over 100 known metadata types Allows distributed cleaning on desktops in the office, and central cleaning with MS Exchange for mobile users Alerts users to particular metadata to allow on-the-spot decisions per document – for both desktop and mobile users Robust – no risk to your Exchange Server reliability, and no bottlenecks	
INDUSTRY BEST PRACTICE	Provides several customizable policies for metadata management with all parties, adversaries, and government agencies Allows users to keep metadata or remove it as required	
OTHER FEATURES	Cleans individual files or whole directories Cleans password-protected files Cleans compressed (zipped) files and folders Cleans directly from iManage Work, NetDocuments, and OpenText eDOCS Compresses attachments as a single zipped file you can name and secure Allows users to set security options on converting output to PDFs	
MOBILE PLATFORMS	iOS Android	