THE INTRODUCTION OF A DIGITAL SIGNATURE PLATFORM IN EUROPEAN COMPANIES

Business processes of the future will be 100% digital.This guide is intended for business people who want to save resources in the European legal area by using digital signature workflows.

Dear Lisa,
Dear John,

Please sign the contract qualified.

Best regards,
Stephan

09:15AM

QUALIFIED SIGNATURE 11.15AM

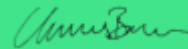QUALIFIED SIGNATURE 11.37AM

sproof

PREFACE

Dear readers,

We are pleased that this guide has found its way to you. Behind every action is a motivation. Your motivation to deal with the digital signature can be manifold. You want to become more "digital" in your company, have a mandate regarding the protection of your business data, or are basically looking for ways to make important business processes more efficient.

Our motivation is to provide our users with a comprehensive platform for legally valid, data secure and efficient signature processes in the European business area.

This guide has been written with the aim of providing all readers with the essentials of digital signature workflows in a business context without any frills. We welcome any business interested in digitalisation "Made in Europe, for Europe". We hope that this guide will provide you with valuable information, inspire you or help you get started with the implementation of a signature platform.

Dr. Clemens Brunner | CEO & Co Founder of sproof

Dr. Fabian Knirsch | CEO & Co Founder of sproof

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CONTENT

Electronic signature or digital signature.

Our opinion: "one and the same". Do not be confused. In both cases, it is the computerised equivalent of the manual signature.

According to European law, the qualified electronic signature can completely replace the handwritten signature and is 100% legally compliant. Data protection is guaranteed.

"...we can all sign digitally anyway. Why do we need a tool?" A signature platform makes it possible to arrange all processes, from uploading a document to complicated signature workflows with multiple parties, across borders.

Yes, there are already large, recognised platforms for digital signing. To a large extent from the US. Here, we had the courage to fill the gap: Only European providers can guarantee the highest level of data protection.

APERITIF

A

A TREND: DIGITAL SIGNING.SAVE RESOURCES.

The digital signature is not just a fad in the round of current digitisation measures. Rather, the digital way of making binding decisions is increasingly replacing the handwritten signature.

"IMPORTANT CHANGES START WITH A SIGNATURE."

IT´S TIME TO SIGN (..DIGITALLY)

There is hardly a company, regardless of size or sector, that does not, or would not benefit from the introduction of digital signatures. The digital alternative to the handwritten signature is legally regulated and recognised in Europe, and is considered equivalent to the paper signature when executed accordingly. In the meantime, the digital signature is even used by large corporations with strict IT guidelines or in the public sector. The benefits for companies in different industries, but also in the private sector, are manifold.

THE DIGITAL SIGNATURE SAVES MEASURABLE TIME AND THEREFORE MONEY.

The general trend of wanting to handle business processes digitally will continue and intensify in the coming years. Many processes that are associated with the classic written form can be greatly accelerated by the introduction of the digital signature. For example, documents no longer have to be printed out, signed by hand, scanned or sent by post, but can be signed simply and quickly digitally. The expectations of business partners, clients, employees, private customers and the entire environment in general are increasing - they want to be able to make decisions digitally at any time and from anywhere. An intelligent, digital platform can meet this need. Many entrepreneurs, IT administrators and digitalisation officers ask themselves when this investment will pay off. There are a few factors that should be taken into account:

As a rule of thumb for the evaluation of individual use cases, we calculate that an analogue signature run requires about 10 min of processing time. (If signatures are obtained by post, approval usually takes considerably longer). At Sony DADC, a well-known customer of sproof, this means a saving of 292 person working days for 9350 documents signed annually. When the costs for integration and use of the platform are taken into account, the introduction of the digital signature in this example has already paid for itself after 12 weeks.

"After 12 weeks, the digital signature has paid off for us."

Ingrid Putzhammer
Vice President Global HR
Sony DADC

| 12 weeks| 296 Working days| 9.350 Documents
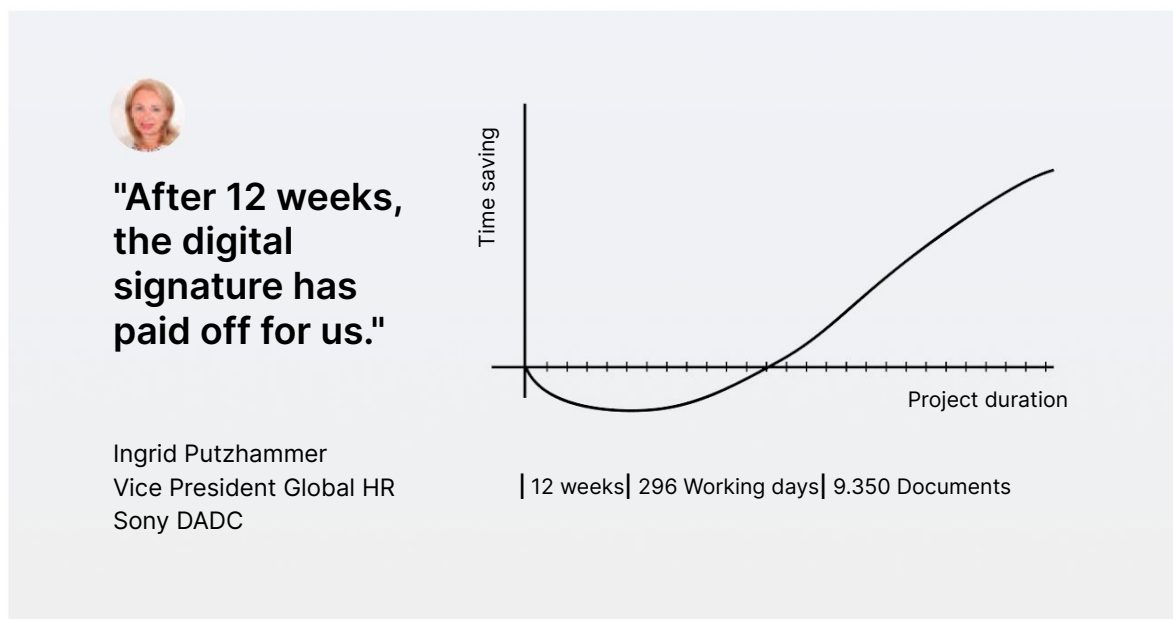
Of course, in addition to the time and personnel costs, there are other resources such as paper costs, printer costs, shipping costs and logistical resources such as the space required for archiving the documents, which are not yet included in this calculation.

| 7,5 kg Wood | 130l Water | 26,8 kWh Electricity

HOW LONG DOES IT TAKE YOUR COMPANY TO USE 500 SHEETS OF PAPER?

The digital signature is not only efficient, secure and legally valid, but also an alternative with a strong ecological effect to traditional paper-based processes. When we consider that about 420 million tonnes of paper (or cardboard and paperboard) are produced worldwide every year (source: statista.com), it seems almost utopian and bleak to think of reducing this huge numerical value. But every individual can make his or her contribution: saving just 500 sheets of paper reduces waste by 7.5 kilogrammes of wood, 130 litres of water and 26.8 kilowatt hours of energy.

The CO_2 balance of a largely paperless office is correspondingly positive: according to Deutsche Post AG, electronic invoicing alone saves every German household an average of 2.5 kg of CO_2 per year. Other documents such as contracts or deeds can also be digitally signed without further ado - and thus contribute to climate protection. This is a positive side effect that is prompting more and more entrepreneurs to introduce a signature platform.

DIGITAL COMMUNICATION THAT CREATES COMMITMENT.

100% legally-valid. 100% GDPR compliant.

The digital signature is an essential part of the digital transformation. Nevertheless, there are many entrepreneurs who have concerns about whether the digital signature is 100% legally valid and thus represents a secure alternative to the handwritten signature. In addition, many entrepreneurs are uncertain about the protection of sensitive documents.We know: Wrongly!

1) The introduction of the eIDAS Regulation (EU) 910/2014 (Electronic Identification and Authentication Services) in 2006 laid the foundation for legally compliant digital signing throughout Europe. It lays down the exact regulations regarding the highest level of security and conformity for digital signatures. The regulation precisely regulates the legal recognition of electronic proof of identity and authentication services.

2) European platforms and IT services, which are 100% developed in Europe and only work with European third-party providers, are able to offer highly secure services and guarantee uncompromising data protection. US-based solutions still cannot offer trustworthy solutions. Much to the benefit of emerging software providers, Made in EU.

"In our industry, it's all about commitment and trust. The digital signature, in the highest quality class, has become a common way for us to make binding decisions or to obtain them digitally".

—————————

Dr. Christian Zwick,Attorney at Law,
Binder GrösswangRechtsanwälte GmbH

BINDER GRÖSSWANG

B

IT´S ABOUT THE USE CASE.

For most businesses, digital signatures add measurable value. This is true across all industries: tax, legal, insurance, finance, real estate, government and public sector, healthcare, retail, manufacturing and many more. It is important to understand the different signature processes that exist in daily business and which ones need to be digitised.
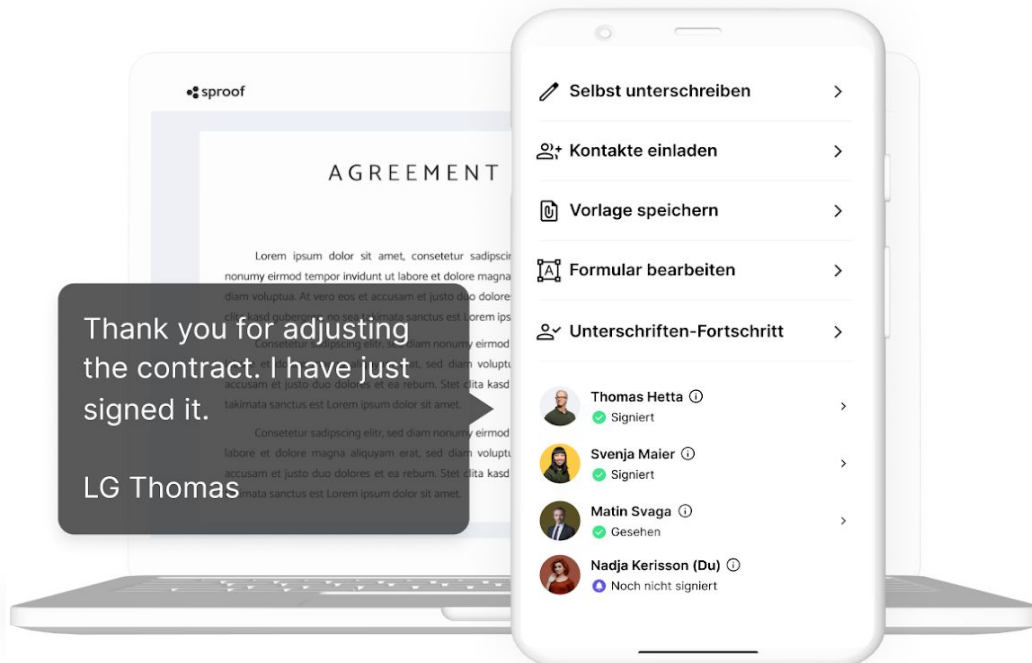
⭐ Sign digitally yourself

Documents are on your "digital table" or in your digital dashboard, which gives you an overview of all your documents. You can now decide for yourself which signature standard (advanced or qualified) you want to use to sign one or more documents. You don't have to wait for anyone and can immediately send documents on to others with just a few clicks. No scanning, no going to the printer or the post office.

⭐ Sign digitally in a team

They work in a team or lead one. For all signature processes that they want to handle internally, the signature creates security and conformity. In addition, time is saved again where it should definitely not be taken up.

⭐ Obtain external digital signatures

At this point, at the latest, it becomes very time-consuming and inconvenient if you hold on to the signature by hand. Digital platforms help to obtain signatures from multiple parties according to the desired standard or to check their progress. Furthermore, a platform helps you to make any signature processes and workflows smart.

WHY DOES A SIGNATURE PLATFORM SUPPORT?

The digital signature alone is usually completely insufficient in the business environment. What is missing are processes; customised workflows. However, many entrepreneurs are not aware of the advantages of a company-wide platform for digitally signing documents. A very persistent "credo" is still held against the introduction of a signature platform: "I already have the signature on my mobile phone "

Define actions

Determine who should sign a document or who can "only" view a document.

Define sequences

Define an order in which selected persons receive a document for a specified action.

Signature type & signature position

Depending on the formality of the document, define the standard with which invited persons should sign.

Progress in view

Set deadlines, monitor signature progress and send automated reminders to all recipients.

Personalization & Branding

A signature has an aesthetic, something very personal. Design your individual signature styles for yourself or your company.

TOP COMPANIES HAVE "SWITCHED".

Sony DADC — PRODUCTION

Sony DADC is one of the world's leading manufacturers of optical storage media. Above all, important internal HR processes are mapped with the legally binding, digital signature.

BINDER GRÖSSWANG — LAW FIRM

Binder Grösswang has existed for more than 60 years and is one of the leading law firms in Austria. The team relies on digital signatures for internal processes, but also in cooperation with clients.

Maschinenring — SERVICE PROVIDER

A total of 80 machinery rings form one of the leading service providers in all rural regions of Austria. Especially for personnel leasing contracts, the traditional company relies on the qualified signature.

Linde — PUBLISHER

Linde Verlag has been the most important specialist publisher of German-language literature on law, business and taxation since 1925. For e.g. author:inal contracts, the digital signature comes into play.

BUCHHALTUNGSAGENTUR DES BUNDES — PUBLIC OFFICE

The Federal Audit Office is mainly responsible for the accounting of the Austrian federal ministries and has more than 500 employees. Especially for critical decisions in top management, the 100% legally valid signature is relied upon.

teleclinic — HEALTHCARE

Teleclinic is a pioneer in online health services. More than 300 doctors sign private prescriptions every day according to the highest standards for legally valid signatures.

FH Salzburg   KYOCERA   HOGAST Mein Plus   LeasePlus   Salzburg Airport W.A.MOZART

C

SIGNIEREN -
MADE FOR EUROPE.

In the last two years, a strong awareness has developed that US digital solutions cannot guarantee 100% security and compliance. However, especially when it comes to important decisions, European signature tools are needed which, in addition to legal validity and data protection, can also demonstrate mature usability.

WHY COMPANIES IN EUROPE MUST RELY ON "MADE IN EUROPE" DIGITALISATION!

There is an emerging market in Europe for proprietary digital solutions. Do you know Scaleway, Plausible or Ecosia? Possibly. But you certainly know Amazon or Google. In the IT sector, it is still largely American solutions that dominate the market. Certainly, some of these services also offer an attractive range of services. But:

- Tools and platforms from Europe have long since reached the power of US tools. - It is time for European companies to support Europe as a business location.- US tools can never guarantee the secure storage of sensitive data.
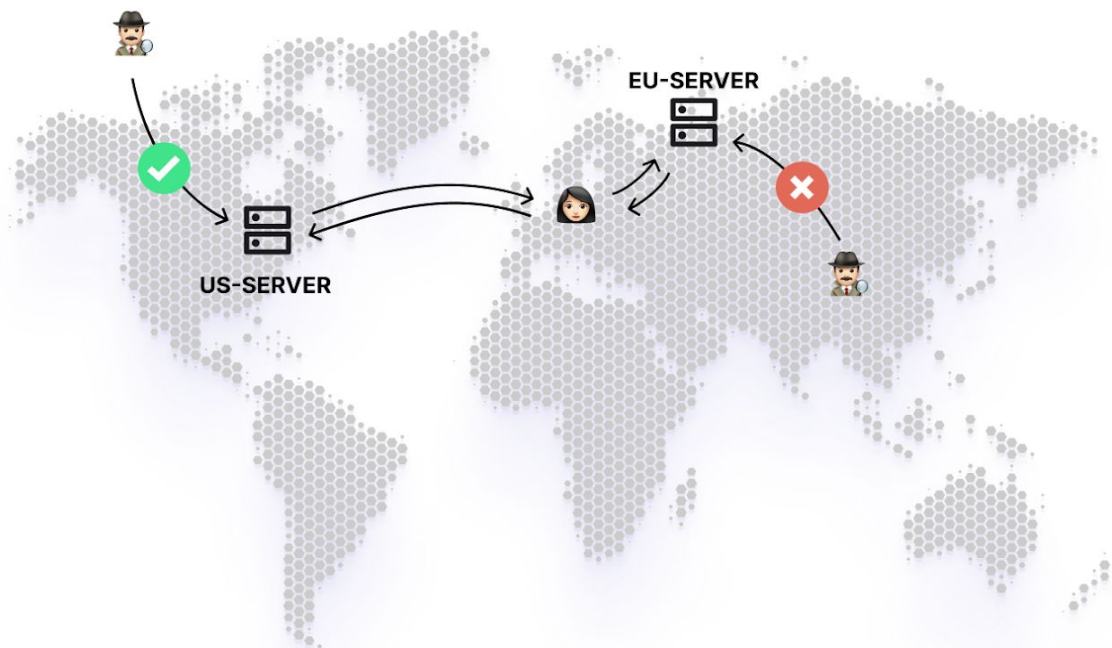
All the big tech and IT giants like Google, Facebook, Amazon, Microsoft are US corporations. Much of the world's data is also stored on US servers. However, data protection does not meet European requirements. Every attempt by the US government to raise the American level of data protection to the European level by law was ultimately declared null and void by the EU Commission. The problem is US surveillance laws such as FISA (Foreign Intelligence Surveillance Act), which allow authorities to view personal data. This contradicts the fundamental rights of the European Union and thus violates the GDPR in any case.

THE DIGITAL HANDSHAKE FOR ALL OF EUROPE

There are three digital signature standards. The simple, the advanced and the qualified electronic signature. More and more large and small companies, law firms, practices, managing directors, data protection officers and IT admins are relying on the qualified electronic signature, as this is the only way to sign digitally that is legally equivalent to a handwritten signature throughout Europe. This highest signature standard, coupled with uncompromising data protection, is the absolute basis for European platforms like sproof, unlike the large US competition.

INSTEAD OF INK & PAPER: CRYPTOGRAPHIC ENCRYPTION & DIGITAL PROOF OF IDENTITY

Simple electronic signature (S°ES)

The simple electronic signature has no probative value and can in no way replace a written signature. A common example of a simple signature is an uploaded photo or a scan of a signature placed on a document.

Qualified electronic signature (QES)

With the advanced electronic signature (AES), the signatory is additionally identified, e.g. with the help of the email address. This type of digital signature therefore already has sufficient probative value for many applications.

Qualifizierte elektronische Signatur (QES)

According to the eIDAS regulation, the qualified digital signature is legally 100% equivalent to the handwritten signature and fulfils the highest quality criteria. Therefore, only the qualified signature should be used for contracts with a written form requirement and high demands on the evidential value and trust of all contracting parties. sproof has specialised in this type of digital signature.

QES

Qualified electronic signature

Documents with a legal requirement to be in writing or with a high liability risk

e.g. for the external collection of important signatures

✓ legally compliant

✓ Identity of signatories guaranteed

✓ Validability

✓ Tamper-proof documents

The signature is 100% equivalent to the handwritten signature.

THE QUALIFIED SIGNATURE: NO MYSTERY

The signatures look almost the same on the surface, but the status of the signature and its binding nature are very different. Only the qualified electronic signature, also called QES, is legally comparable to a signature (see § 4 paragraph 1 Austrian Signature and Trust Services Act (SVG)).

As for many other electronic legal or banking transactions, you must be able to prove your own identity 100% securely. This is initially done via a short (approx. 10-minute video identification procedure), in which your personal data and also biometric data are checked by a state-approved service (trust service provider).

Afterwards, you will be able to use a mobile phone app to additionally verify every digital signature you make. The mobile phone is thus your second security factor in addition to your e-mail address, which you need anyway to sign and obtain signatures.The signed documents themselves are digitally encrypted using cryptographic methods. Only the owners of a document, or those who have been invited to sign it, can edit the document or just sign it. Each document is at all times provided with a unique cryptographic key that is impossible for any human or computer to see. The validity and evidential value of the document is also independent of the signature platform used, since the cryptographic key (or "hash value") is imprinted in the pdf file itself. Consequently, any printing out and physical filing of the document is also pointless, as the traceability is extinguished by printing out the document.
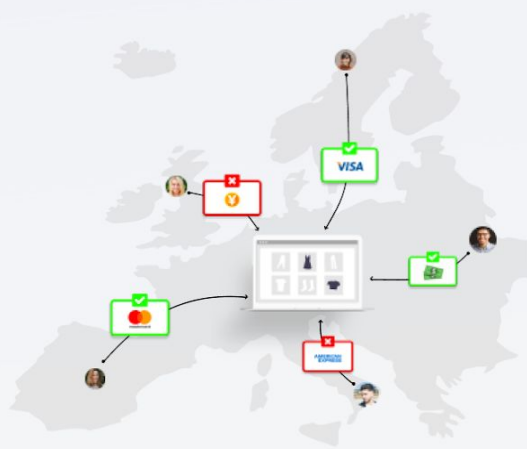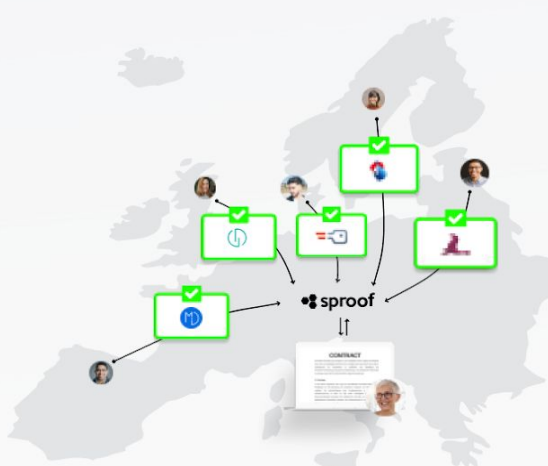
Before *Stripe*
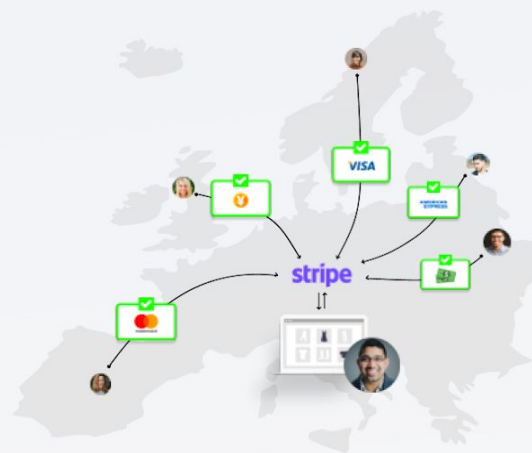
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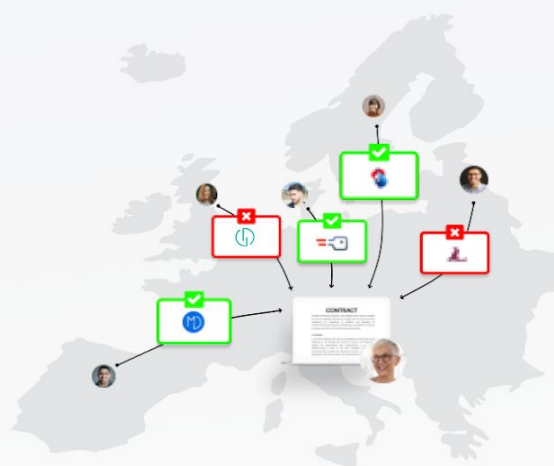
Before *sproof sign*

With *sproof sign*

LEGALLY VALID SIGNING. ACROSS BORDERS

Stripe is a central platform for interoperable payment processes. sproof found inspiration in this solution approach for the development of an interface for interoperable qualified signing in Europe. The background is that the number of trust service providers in Europe has been growing strongly for some time. If, for example, a document has to be qualified signed with a certain signature for a company A and later with another signature for a company B, a new identification process may be necessary. Although this process is not complicated, in practice it can be time-consuming and unnecessary if carried out repeatedly.

sproof now offers a solution to this for the first time and allows existing identifications to be used directly. So when a document is signed with sproof sign, there is no need to go through a new identification, but existing identifications can be used directly.

THE VERIFIABILITY OF DIGITAL SIGNATURES

In September 2021, a momentous "accident" happens to the two renowned railway companies Stadler Rail and ÖBB, which has caused quite a bang.
A deal worth 2.8 billion euros falls through because the digital signature is not legally valid. (Use of Swiss law (Zertes) instead of EU law (eIDAS).

To repeat: the actual signature is not linked to a platform or a tool, but is anchored directly in the document. If a digitally signed document is printed out, for example, the document loses its validity. A digitally signed document can only be verified digitally! It happens more and more often that digitally signed documents lose their legal validity in a lengthy process with many parties involved and different tools.
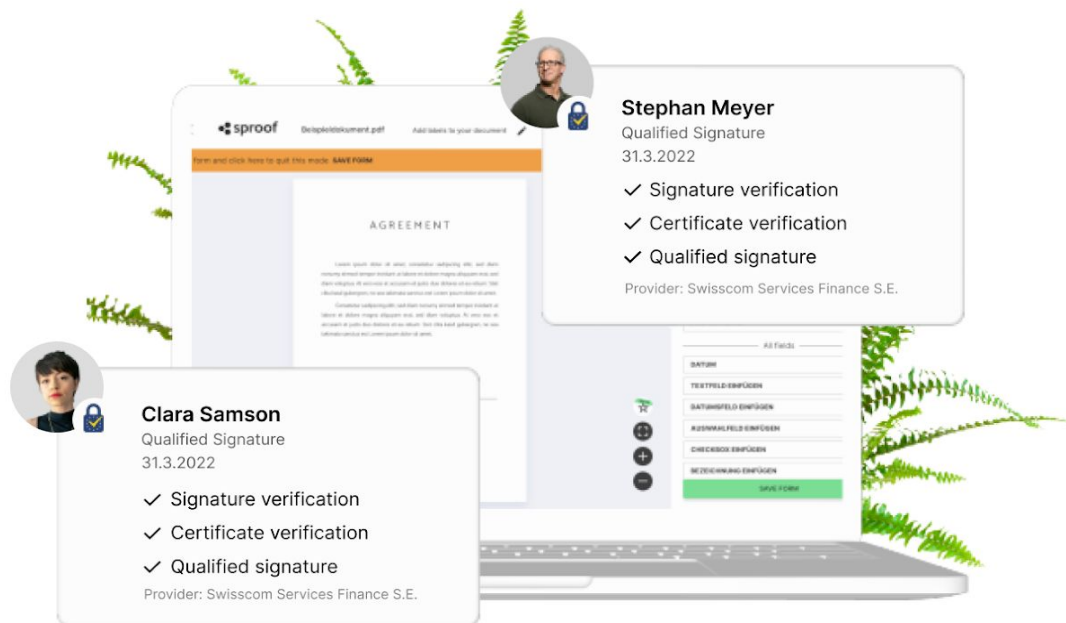

For the validation of the document, there are licensed bodies that can finally ensure the legal validity (e.g. RTR etc.). sproof sign itself offers an integrated verification service. This is a special feature and saves digital paths. It is checked who signed a document, when, with which digital signature or certificate.

D

THANK THE CLOUD.

The trend towards cloud solutions is strong. In-house server solutions are no longer sustainable.Why? Because the cloud is secure, fast and simple.
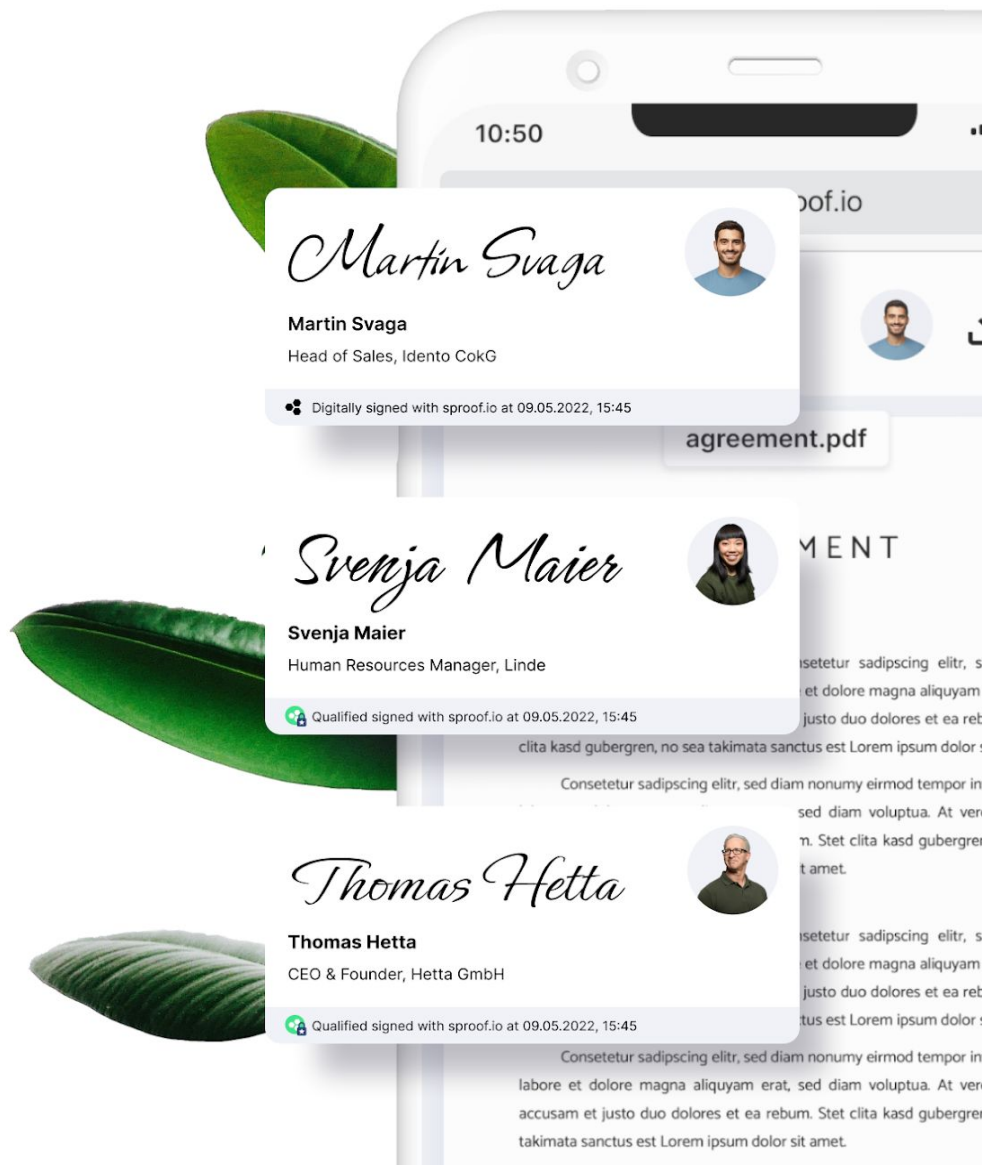
PUBLIC ENTERPRISES ARE OPTING FOR THE CLOUD

When using digital signature services, data protection plays a special role. This is especially important with so-called "cloud software".
The advantages of the cloud compared to the acquisition of an in-house server solution (on-premise) are great:

1) A cloud solution is ready for use within approx. 2 hours without own hardware.
2) It does not require servicing, as the cloud is maintained externally.
3) The software can be accessed from anywhere, even mobile.

Even public companies with the highest demands on security and conformity have already recognised the advantages for themselves. For example, the Federal Accounting Agency, which is mainly responsible for the accounting of Austrian federal ministries, has decided to introduce a cloud solution for digital contract processing with sproof sign.

BUCHHALTUNGSAGENTUR DES BUNDES

"When it comes to data storage of sensitive documents, we do not want to compromise. This data should be stored 100% in Europe. From our point of view, sproof sign meets these criteria by explicitly selecting data centres that are independent of US corporations."

DI (FH) Alexander Sellner
Head of IT, Federal Accounting Agency

European cloud:

Particular care should be taken to ensure that data is stored and processed exclusively in a European data centre. This is the only way to guarantee the highest level of data protection in the European Union. It is not only important to guarantee that the location of the servers is within Europe, but also that the cloud provider or company has no connection to third countries.

Availability:

Availability must be guaranteed for 24 hours 7 days a week. The web application must be hosted with high availability and redundancy in order to be able to handle different and changing load situations and a high volume of requests without any problems. This is the only way to guarantee a smooth and high-performance user experience for customers and users.

Highest safety:

The security of the application has the highest priority. In addition to technical measures, security must also be guaranteed organisationally. A certified data centre that corresponds to the current state of the art is the prerequisite. Regular audits and adjustments to changed scenarios are essential.

THE QUALITY CRITERIA OF A CLOUD SOLUTION.

REQUIREMENTS FOR THE INTEGRATION OF A SIGNATURE PLATFORM.

1. Functioning internet connection

2. Mobile devices (PC or smartphone)

3. Readiness for digitalisation

"We are almost obliged to implement processes of digitalisation in a very timely manner.''

Mag. Alexander Sellner
Head of IT, Federal Accounting Agency

SPROOF SIGN IS INTEGRATED INTO SEVERAL IMPORTANT OFFICE TOOLS.

With sproof sign, it is possible to sign or obtain signatures directly in your familiar tools with the sproof add-ons and integrations, without having to leave a familiar workflow. The strategy of sproof is to create further interfaces depending on customer demand.

Use Google Drive as your central data repository and sign all documents on the spot with the sproof sign integration or send documents out for signature with a click.

The proven standard: Microsoft Word. Create a document and send it directly out for signing. All documents are automatically exported as pdf files.

ADVOKAT is the tool of choice for lawyers when it comes to structured service recording and file management. With sproof sign, all signature processes can be controlled directly in ADVOKAT.
Are you missing that "certain something"?

Datev is one of the leading software providers for tax consultants and auditors and is available for the Austrian market as a DigiSign integration.

Microsoft Teams has established itself as an outstanding communication tool in recent years. Sign your documents live in your meetings..

E ▬

SIGN WITH
SPROOF SIGN.

sproof sign was founded with the intention of becoming an alternative to established US solutions in the market for digital signature platforms. This has turned into a mission to become the No. 1 provider for the whole of Europe, with the highest standards of security and efficiency.

[to sproof]

/ˈspruːf/ . verb

"To sign a document digitally, the most efficient and secure way across Europe."

QUALIFIZIERTE SIGNATUR

FORTGESCHRITTENE SIGNATUR

QUALIFIZIERTE SIGNATUR

DEMO-VIDEO

sproof Demo

sproof

Wir bei sproof sign, sind selbstbewusst.

5:07 / 15:28

Demo video: Using a concrete use case, Verena Schellander (sales manager at sproof) teaches you the so-called "look & feel" of the platform.

She shows you how you can map a common workflow for obtaining signatures within your own company with just a few clicks and minimal effort.

See how you can use sproof sign to invite contacts to sign digitally, pre-define signature positions and keep an eye on the status of individual signatures at all times.

Simple

We have set the bar very high. We want to be the platform with the most sophisticated usability on the market. Our omnipresent motto is: "If you confuse, you lose".

Safe

The founders of sproof have spent years researching IT security and data protection. Deep expertise and genuine enthusiasm for secure web solutions form the foundation of sproof sign.

European

sproof sign is a cloud solution that is 100% hosted in Europe. There is no third country reference (e.g. US reference). The GDPR is fully guaranteed. The signatures are 100% eIDAS-compliant and therefore legally valid.

Communicative

Delaying a decision can cost a lot of money. We have developed a platform that makes it possible to communicate efficiently with signatories in order to obtain the best possible signature continuation.

Customisable

A signature is something very personal. sproof sign allows you to show off your "signature" or the identity and branding of your company in many places.

Ready to go

With our free solution, private individuals can start immediately and test our tool. If the journey continues, sproof sign can be integrated into the IT landscape of even a large company within 2-3 hours.

Mobile

You sign at any time, at any place, with any mobile device. All you need is a functioning internet connection and you can make legally valid decisions.
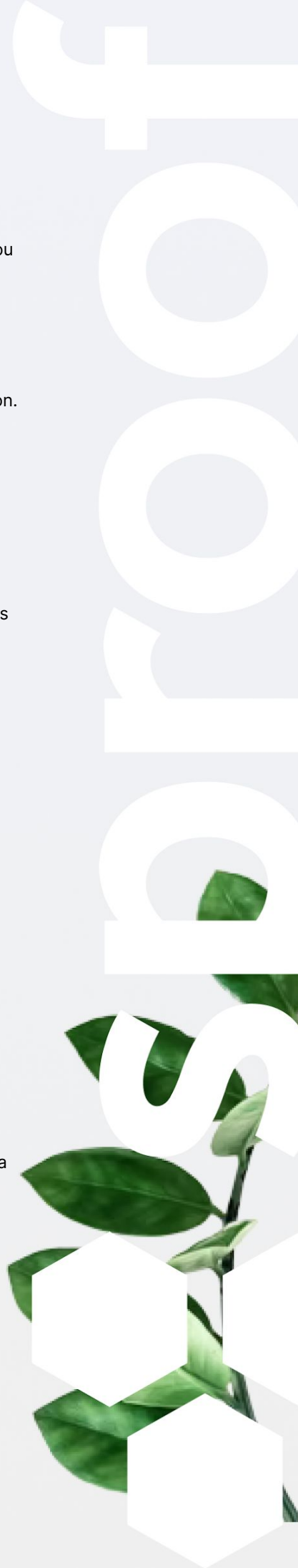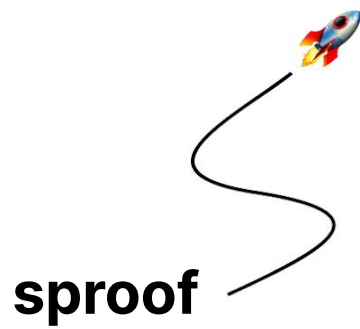
sproof

sproof was founded in Salzburg in 2020 by Dr. Clemens Brunner, Dr. Fabian Knirsch and Erich Höpoldseder. The basic idea for the sproof sign product was developed during the founders' scientific work in the field of privacy and security science at the Centre for Secure Energy Informatics at the Salzburg University of Applied Sciences.

We develop, design and distribute software in Puch near Hallein, Salzburg. Software that helps people in companies to sign important documents digitally or have them signed. Our customers appreciate our platform because it is simple, fast, legally valid and data secure. Our mission is to convince even more companies to take a big step towards a digital, paperless future.

As of June 2022.
There are a few more of us in the meantime.
When the weather is good, we take a new photo.

INSTEAD OF CHATBOTS & SPAM.
HONEST ADVICE.
REAL SUPPORT.

Our reputation precedes us and we are proud of it: We take time for our customers. We analyse the signature processes of potential customers with great care. We know how to evaluate the potential of our platform depending on the use case, the corporate culture or the industry, and we are completely honest when we have the feeling that we cannot help. However, when it comes to ensuring more efficiency, security and sustainability in the company thanks to digital signature flows, we have fortunately almost never had this feeling so far ;) Heidi Boller -Head of Sales at sproof- and her entire team look forward to meeting you.

Make an online appointment now

https://www.sproof.io/com/book-a-demo

Online and uncomplicated, we find out how our solution fits your requirements.

Send us your questions

https://www.sproof.io/en/preise-plaene/vertrieb-kontaktieren

Feel free to ask us your individual question. we will answer you the same day.

sproof sign in action

https://www.sproof.io/en/help-resources/sproof-academy

Learn more: The sproof sign Academy is an area with informative tutorials and guides about our solution.

sproof

AGREEMENT

Martin Svaga

Martin Svaga
Head of Sales, Idento CokG

Digitally signed with sproof.io at 09.05.2022, 15:45

Svenja Maier

Svenja Maier
Human Resources Manager, Linde

Qualified signed with sproof.io at 09.05.2022, 15:45

Thomas Hetta

Thomas Hetta
CEO & Founder, Hetta GmbH

Qualified signed with sproof.io at 09.05.2022, 15:45

Labels
Label hinzufügen
Dieses Dokument hat noch keine Labels.

Selbst unterschreiben

Kontakte einladen

Vorlage speichern

Formular bearbeiten

Chat

Unterschriften-Fortschritt

The most **secure and efficient way**
to sign documents in Europe