



# Highly reliable documents... ...as digital records!



## DOCUMENTS

A **document** is information that can be read in a linear fashion by human beings.



## ELECTRONIC DOCUMENTS

**electronic document** is a document that rests on electronic media according to software specifications. They are displayed by visual devices.



### Related concepts:

**Supports:** There are 3 types of supports for documents.



**The physical support:**  
paper, USB sticks,  
hard disks, etc.



**The software support:**  
Word, PDF...



**The visual support:**  
monitors, tablets,  
smartphones



## HIGHLY RELIABLE DOCUMENTS

**Highly reliable documents** are documents that must be very reliable with regards to their origin, integrity, authenticity and, optionally, their longevity.



### 1. Origin

Depending on the context, the origin includes the identity of the signatory, the professional status, the organization as well as the time and date of the signature.



### 2. Integrity

The document has not been modified since it was signed.



### 3. Authenticity

The proof of origin and integrity of the document is embedded in the document.



### 4. Longevity

The document can be opened, read and authenticated over a long period of time.



## EXAMPLES

### Documents created by professionals:

Financials statements, municipal assessments, engineering and architecture plans, court proceedings...

### Other examples of highly reliable documents:

Academic transcripts, contracts, wills, mandates, certificates of birth, corporate and governmental archives...



## CHALLENGE

How do you maximize the reliability of digital records while ensuring legal compliance?



## SOLUTIONS

Use the right technologies and best practices to maximize:

Origin • Integrity • Authenticity

Longevity



TRUSTED DIGITAL SIGNATURE

PDF/A



## NOTARIUS DIGITAL RECORDS

Bringing together trustworthiness, PDF/A and digital signatures, Notarius' clients have access to solutions that are simple, safe and effective to create **digital records**, reliability included!



## What are the best technologies and practices in relation to digital records?

- Require a robust and airtight process to verify identity;
- Link this official and legitimate identity to a digital certificate issued and managed by a trusted Certificate Authority;
- And finally, protect the digital certificate by requiring strong authentication credentials for the apposition of each digital signature.



# notarius

Digital transformation.  
Legally reliable documents.

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