

## Service description otris compliance SUITE

As of: 04.07.2025

### Editions

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#### **[CGC-3020] otris diligence STANDARD**

With otris diligence, you can systematically manage and optimise your supplier relationships. This allows you to identify, analyse and prioritise risks along your supply chain. Standardised import interfaces are available for transferring your supplier structure. Centrally managed questionnaires are used to automatically collect self-disclosure information in order to identify specific risks. All information is stored centrally in the supplier file. An integrated action workflow and configurable dashboards ensure transparency in risk management.

#### **[CGC-3030] otris diligence ENTERPRISE**

With otris diligence, you can systematically manage and optimise your supplier relationships. This allows you to identify, analyse and prioritise risks along your supply chain. Standardised import interfaces are available for transferring your supplier structure. Based on general risk information such as country risks or corruption indices, the system can optionally generate abstract risks for individual suppliers. Centrally controlled questionnaires are used to automatically collect self-disclosure information in order to identify specific risks. All information is stored centrally in the supplier file. An integrated action workflow and configurable dashboards ensure transparency in risk management. The ENTERPRISE edition allows configurative adjustments to existing folder types. An Azure AD connection including SSO is also available.

#### **[CGC-3040] otris diligence ENTERPRISE plus**

With otris diligence, you can systematically manage and optimise your supplier relationships. This allows you to identify, analyse and prioritise risks along your supply chain. Standardised import interfaces are available for transferring your supplier structure. Based on general risk information such as country risks or corruption indices, the system can optionally generate abstract risks for individual suppliers. Centrally controlled questionnaires are used to automatically collect self-disclosure information in order to identify specific risks. All information is stored centrally in the supplier file. An integrated action workflow and configurable dashboards ensure transparency in risk management. The ENTERPRISE plus edition allows both configurative adjustments to existing map types and customer-specific extensions with regard to workflows and additional map types. An Azure AD connection including SSO is also available.

**[CGC-4020] otris policy STANDARD**

With otris policy, you can manage your guidelines centrally, in a structured manner and across the entire company. The software maps your organisational structure, including subsidiaries and locations, and enables the assignment of detailed rights. Documents are stored in thematically structured guideline libraries and distributed in a targeted manner via document control functions – to employees, external partners or specific groups. You can adapt the filing structure yourself as required – without any programming effort. The system documents which employees have received and acknowledged the individual documents. The documentation status can be traced at any time. Authorised employees can read or edit policies depending on their role.

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**[CGC-5020] otris register STANDARD**

With otris register, you can manage your existing legal register in a systematic and structured manner. In addition to manual entry, standardised interfaces are available for importing your regulations. After import, the contents are displayed clearly and in an orderly manner – according to legal level, legal and subject area, and type of regulation. If the relevant information is available, the regulations are assigned according to location and responsibility. In addition, links to original texts or other relevant sources can be stored for each set of rules. Changes to the rules can be imported at regular intervals and are clearly marked as such. A workflow-supported GAP analysis based on this supports the review process for each individual change – differentiated by rules and location.

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**[CGC-6020] otris risk STANDARD**

With otris risk, you can manage your risk management digitally, in a structured manner and tailored to your corporate structure. The software supports you in identifying, documenting and rating risks. The entire process – including approval and updating – is controlled by the system. Integrated measure management is available for controlling, monitoring and tracking risk-minimising measures. Reports can be generated directly in the system. The solution maps your company structure, including subsidiaries and locations, and enables access rights to be assigned in a finely granular manner.

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With otris risk, you can manage your risk management digitally, in a structured manner and tailored to your corporate structure. The software supports you in identifying, documenting and rating risks. The entire process – including approval and updating – is controlled by the system. Integrated measure management is available for controlling, monitoring and tracking risk-minimising measures. Reports can be generated directly in the system. The solution maps your company structure, including subsidiaries and locations, and enables access rights to be assigned in a finely granular manner. The ENTERPRISE plus edition includes a risk assessment workflow for structured risk identification and a follow-up workflow for tracking audits, findings and measures. It allows both configurative adjustments to existing map types and customer-specific extensions with regard to workflows and additional map types. An Azure AD connection including SSO is also available.

**[CGC-7020] otris isms STANDARD**

With otris isms, you can manage requirements, assets, risks and measures based on various catalogues/standards and their specifications (e.g. ISO 27001), threat catalogues and documentation templates. This information can be processed within networks and is available for risk assessments and for managing assets and documents. Assets and their connections to each other can be recorded and maintained. A risk-based protection requirement assessment for each protection goal supports the identification of assets worthy of protection. Risk-reducing measures and documents can be created based on the catalogue specifications. Integrated document management enables centralised control of documents. Question-based risk assessments and audit follow-up processes support audit management. IT security incidents are reported and managed via the supplementary incident management system.

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**[CGC-8030] Case Management ENTERPRISE**

The reporting platform sends the information entered to the case management system. The case management system informs the responsible employee about a new report, who can then process it using the system's workflow-based tools. In addition, incoming reports can also be entered manually in case management. All reports are automatically added to the structured documentation and can be evaluated and analysed both by topic and across topics. The ENTERPRISE edition allows you to configure the case file and the reporting form on the reporting platform (adaptation to your corporate design). The reports are processed using automatically generated tasks and measures.

**[CGC-8040] Case Management ENTERPRISE plus**

The reporting platform sends the information entered to the case management system. The case management system informs the responsible employee about a new report, who can then process it using the system's workflow support. In addition, incoming reports can also be entered manually in case management. All reports are automatically added to the structured documentation and can be evaluated and analysed both by topic and across topics. The ENTERPRISE plus edition allows you to configure the case file and the reporting form on the reporting platform (adaptation to your corporate design). The reports are processed using automatically generated tasks and measures. The ENTERPRISE plus edition allows you to configure existing map types and add customer-specific extensions for workflows and additional map types. Azure AD integration including SSO is also available.

**[CGC-8060] otris whistleblower | STANDARD-Package**

The STANDARD package of the whistleblower system includes a reporting platform and case management. Reporting platform (in accordance with EU directive): The reporting platform is operated by otris software AG to protect the anonymity of the whistleblower and is provided as software as a service. By entering a URL (or clicking on a link), the whistleblower accesses the web application and can then submit a report. For each report submitted, the whistleblower receives a token, the report ID. The report ID enables the whistleblower to access their report again and contact the organisation receiving the report anonymously. It contains a company-specific reporting platform URL, which can be expanded to include any number of language versions. Case management: The reporting platform sends the reports entered to the case management system. The responsible employee is informed of a new report by the case management system and can process it using the system's workflow support. In addition, incoming reports can also be entered manually in case management. All reports are automatically added to the structured documentation and can be evaluated and analysed both by topic and across topics. A data protection concept and two-factor authentication offer maximum security. The reports are processed using automatically generated tasks and measures. The case management solution is provided as software as a service. One named user licence is included.

**[CGC-8080] otris whistleblower | ENTERPRISE-Package**

The ENTERPRISE package of the whistleblower system includes a reporting platform and case management. Reporting platform (in accordance with EU Directive): The reporting platform is operated by otris software AG to protect the anonymity of the whistleblower and is provided as software as a service. By entering a URL (or clicking on a link), the whistleblower accesses the web application and can then submit a report. For each report submitted, the whistleblower receives a token, the report ID. The report ID enables the whistleblower to access their report again and contact the organisation receiving the report anonymously. It contains a company-specific reporting platform URL, which can be expanded to include any number of language versions. Additional URLs can be requested. Case management: The reporting platform sends the reports submitted to the case management system. The responsible employee is informed by the case management system about a new report and can process it using the system's workflow support. In addition, incoming reports can also be entered manually in case management. All reports are automatically added to the structured documentation and can be evaluated and analysed both by topic and across topics. The ENTERPRISE edition allows you to configure the reporting form on the reporting platform (adaptation to your corporate design) and configure the case file. A data protection concept and 2-factor authentication offer maximum security. Multiple organisations/clients can be mapped in the ENTERPRISE Edition. Permissions can be adjusted and extended on a role-based basis. The information is processed using automatically generated tasks and measures. The case management solution is provided as software as a service. Three named user licences are included.

**Licences**

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**[CGC-2030] Named User Licence | Main User**

A main user licence is permanently linked to a named user account. Holders of this licence have unlimited access to the system, depending on the rights assigned within the company.

**[CGC-2035] Data Room User Licence | Casual User (package with 50 users)**

Holders of this licence only have access to their personal policy library and the tasks/controls assigned to them.

## Modules

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### **[CGC-5050] SAT-Connector | otris register**

Interface for recurring import of rule set changes and recommended actions provided by SAT GmbH & Co. KG on a customer-specific basis. This requires a corresponding service contract between the otris customer and SAT GmbH & Co. KG.

### **[CGC-5055] Site Licence | otris register**

This licence extends otris register to include an additional location. A separate location licence is required for each company location where legal requirements are to be recorded, analysed and documented separately.

### **[CGC-8050] Reporting Platform**

The reporting platform is operated by otris software AG to protect the anonymity of the whistleblower and is provided as software as a service. By entering a URL (or clicking on a link), the whistleblower accesses the web application and can then submit a report. The whistleblower receives a token, the report ID, for each report submitted. The report ID enables the whistleblower to access their report again and contact the organisation receiving the report anonymously. It contains a company-specific reporting platform URL, which can be expanded to include any number of language versions. Additional URLs can also be requested.

### **[CGC-9020] User File Access | Case Management**

In addition to normal user management, it is possible to grant temporary access to files via 'User file access'. Access is then restricted to a single file and can be assigned read or write permissions.