

# netfiles Data Room

The simple and secure way to exchange confidential data





## netfiles Data Room



### Secure

netfiles gives optimal protection to your data. AES-256 encryption, individual access rights and having all servers located in Germany guarantees compliance with the strictest security and data protection standards.



### **Fast**

There is no need to install any software. netfiles runs in your web browser, so you can access your data at any time and from any place. Data exchange with business partners or within your team has never been more efficient.



### Easy to use

netfiles is exceptionally intuitive and can be deployed immediately, without the need for any training.

### Benefit from our experience

netfiles has been operating successfully for over 20 years. The wealth of experience we have accumulated is your guarantee of the optimal platform for your transactions and unrivaled protection for your sensitive documents.

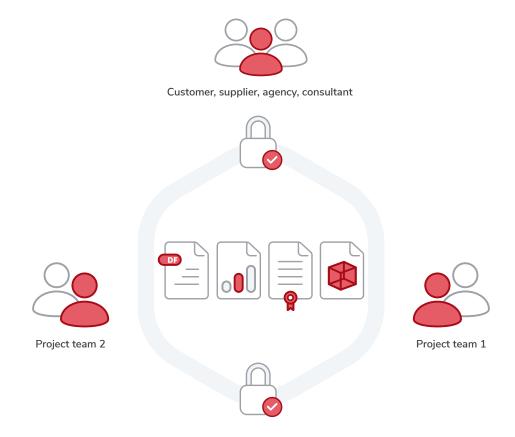
# Secure data exchange across locations and company boundaries

netfiles gives you secure and exceptionally easy to use data room solutions for online collaboration and data exchange – within project teams, but also across company boundaries and involving customers, suppliers and business partners.



### netfiles Data Room - how you benefit

- Secure file exchange with business partners and colleagues, and/or efficient
  collaboration in project teams. Every project member has access from any
  place and at any time to a single, central, consistent set of data that is always
  up to date.
- Platform-independent access in a web browser, without the need to install any software.
- Full control of all data room contents at all times thanks to sophisticated access rights, a modern security architecture and an activity log that provides a secure audit trail.
- Optimal protection guaranteed by leading-edge software, encryption and security technologies.
- Immediate active deployment with no need for training, as netfiles is extremely easy to use.



### **User-friendly**

Simple, intuitive usability and immediate availability.

### Always up to date

Everyone involved in the project always has access to a consistent, central data set.

### Secure and flexible

All documents are encrypted during both transmission and storage. Individually definable access rights regulate who can read, edit or print out what documents.

### Made in Germany

Secure hosting in Germany, in full compliance with strict German and European data protection laws.



## netfiles use cases

### Secure data exchange

netfiles ensures secure data exchange in full compliance with all relevant legal requirements. In the netfiles data room, all documents are encrypted using the 256-bit Advanced Encryption Standard (AES-256) to guard against unauthorized access. A clearly structured protocol documents all user activities to provide a secure audit trail.

### **Project room**

netfiles Data Room gives project teams a simple and easy way to exchange and work collaboratively on files. All project members have access to a single, central data set that is always up to date. Thanks to a role-based authorization system, individual access rights can be set to determine who can read, edit, download, print or not even view which folders and files.

### Client communication

To enable legal professionals, tax advisors, auditors and/or management consultants to exchange confidential documents with their clients, netfiles Data Room provides a highly secure solution that is very easy to use. Where necessary, lawyers or consultants can closely control whether documents have already been read or downloaded.

### Real estate management

In netfiles Data Room, all relevant documents about a property – including ground plans, photographs and contracts, for example – can be managed in a digital object folder. This can be made available quickly and easily to anyone who is interested in a transaction. Sophisticated access rights allow you to define who is authorized to read, download or edit which documents. Documents can be both viewed and edited in the data room itself.

### Document management

netfiles places a complete online document management system at your disposal for the efficient management and provisioning of information. Documents can be organized in clearly designed hierarchical folder structures and protected by detailed read, download and edit access rights. An integrated viewer allows documents to be read and, as an option, also edited online in the data room itself.



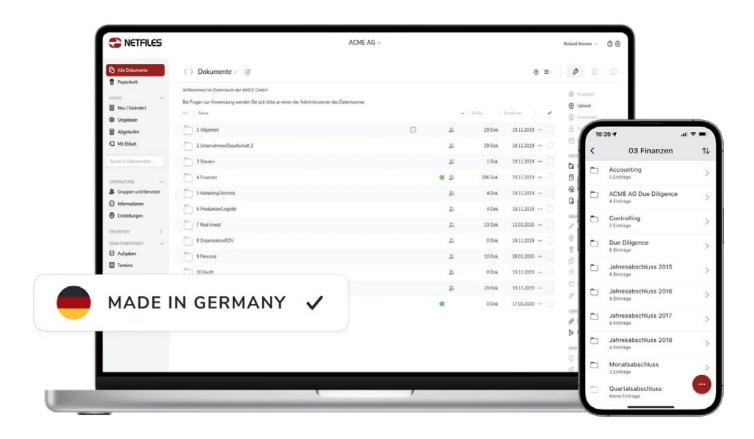
# netfiles Data Room features

Besides being extremely easy to use, netfiles also boasts an extensive array of functions to deliver optimal support for your projects:

- Drag and drop individual documents or entire folders to upload them.
- Automated notifications inform you immediately whenever new documents are added or changes are made in your data room.
- The data room automatically manages different versions of each document for you. A check-in/check-out function protects documents while they are being edited.
- Granular access rights regulate who is allowed to read, edit, download or print a document and who is not even allowed to view it. Watermarks can be used to add a further level of protection for especially sensitive documents.
- An integrated document preview function makes it quick and easy to view
   Office and PDF documents in your web browser.
- Office documents can be edited directly in the data room either using your own Microsoft Office software or in the web browser, using the data room's integrated online office suite.
- You can engage in internal discussions within your project team or document communication with clients and business partners.
- An annotation function lets you mark sections of documents and add comments.
- Appointments and tasks can easily be created and displayed in the data room.
- An integrated managed file transfer function lets you securely send even large files to business partners and customers outside of netfiles.

- The appearance of the data room can be tailored to your organization's corporate design.
- The mobile netfiles app for iPadOS, iOS and Android provides simple and secure access to your data room even when you are on the move.
- A built-in video conference function lets you conduct online meetings from within netfiles in full compliance with the GDPR regulations and with no need to install any software or plug-ins.

Please note: The precise functional scope of netfiles Data Room depends on which version you select. A detailed overview of the functions available in different netfiles solutions is provided at: https://www.netfiles.com/en/pricing/pricing-netfiles-data-room.





# Security is our top priority!

In netfiles, leading-edge software, encryption and security technologies keep your precious data safely protected against unauthorized access and data loss – and that with a guaranteed availability level of 99.9%.

### Highly secure, certified data centers in Germany

netfiles' georedundant servers are located at two highly secure data centers run in Munich and Nuremberg by German operator noris network AG. These modern data centers feature end-to-end security systems, multilayered access controls, automated fire protection systems, air-conditioning technology, an uninterruptible power supply and a direct link to the Internet backbone. They are closely monitored on a 24/7/365 basis. The data centers have themselves won several awards and meet the highest certification standards (including ISO 20000-1, ISO 9001 and ISO/IEC 27001).

### ISO/IEC 27001:2013 certification

The certification body operated by TÜV SÜD Management Service GmbH attests that netfiles GmbH meets the requirements of ISO/IEC 27001:2013, and that it has introduced and applies a documented information security management system suitable for use in "marketing, operations and support around the netfiles application for virtual project and data rooms". ISO 27001 certification involves auditing IT security processes and ensures both data protection and information security.

### Authentication

netfiles Data Room can be accessed only with a valid combination of user name and password or user name and passkey. Once a user has logged in, all Internet-based data communication between the user's web browser and the data servers is encrypted using 256-bit SSL technology. As an option, 2-factor authentication provides extra protection. In addition to the user name and password, 2-factor authentication sends a security code by text message to the user's mobile phone. This code must be entered during the login procedure. Alternatively, 2-factor authentication can also use one-time passwords (OTPs) generated by an authenticator app.

### AES-256 encryption

netfiles uses the Advanced Encryption Standard (AES-256) system to encrypt both the transmission and storage of your data. This encryption algorithm is regarded as one of the most secure encryption methods and is the solution of choice for governments and banks alike.

### Protection against unauthorized access

A multilayered security system with dual firewalls and the physical separation of application and data servers ensures the highest possible level of security and optimal protection against third-party attacks.

### Failsafe features

netfiles works exclusively with reliable hardware that is subjected to special tests. All server systems have a redundant configuration, which means that a hot standby system can take over if one regular system fails. Even in the extremely unlikely event of the entire data center failing, all functions can very quickly be assumed by a substitute data center at a different physical location.

### Regular security checks

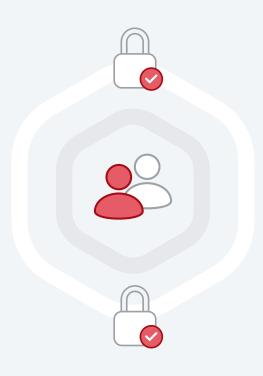
The netfiles application is regularly subjected to strict security tests performed by a specialist for security checks and penetration tests.

### **BSI C5** certification

netfiles fully satisfies the cloud service security requirements defined by Germany's Federal Office for Information Security (BSI) in its Cloud Computing Compliance Criteria Catalogue (C5).

### SOC 2 certification

netfiles GmbH's compliance with trusted criteria in accordance with the System and Organization Controls (SOC) standard is attested by an independent auditor. This internationally recognized data security and data protection standard was developed by the highly respected American Institute of Certified Public Accountants (AICPA).



"Our experience with netfiles across numerous projects could not have been better. The application is simple and intuitive to use, and the company behind it is reliable and flexible."

Horst Hasenstab · DZ Bank AG

"Our team is spread across multiple locations. For us, effective collaboration would no longer be conceivable without netfiles."

Benjamin Kromayer · Managing Director · AVIA Industrial Services GmbH

"We have had more than 400 users working with netfiles for the past ten years. In international collaboration with our partners and service providers, netfiles is a reliable, indispensable tool."

 ${\sf Hans\text{-}Martin\ Gross\cdot Head\ of\ IT\ Systems\cdot Gebr.\ Heller\ Maschinenfabrik\ GmbH}$ 

## netfiles

### About netfiles GmbH

With over 20 years' experience to its name, netfiles GmbH – one of the very first providers of virtual data rooms – is today a market leader in this segment. Trust to netfiles' wealth of experience, its reliable operation, future-proof architecture and guarantee of 99.9% availability.

Always there to help you

Our customers are at the center of everything we do. We understand the challenges you face, and our products and services are designed to help you run your business more efficiently. We also attach exceptional importance to top-class customer service. We are not some huge, anonymous corporation that hides behind a call center: On the contrary, our service team are always available directly – by mail or by phone – whether you are a regular customer or simply thinking about making a purchase.

### Made in Germany

netfiles GmbH is an owner-run German company whose headquarters, development activities and hosting services are all located in Germany. We operate in full compliance with the EU's strict data protection regulations and the legal stipulations of the Federal Republic of Germany.



#### netfiles GmbH

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