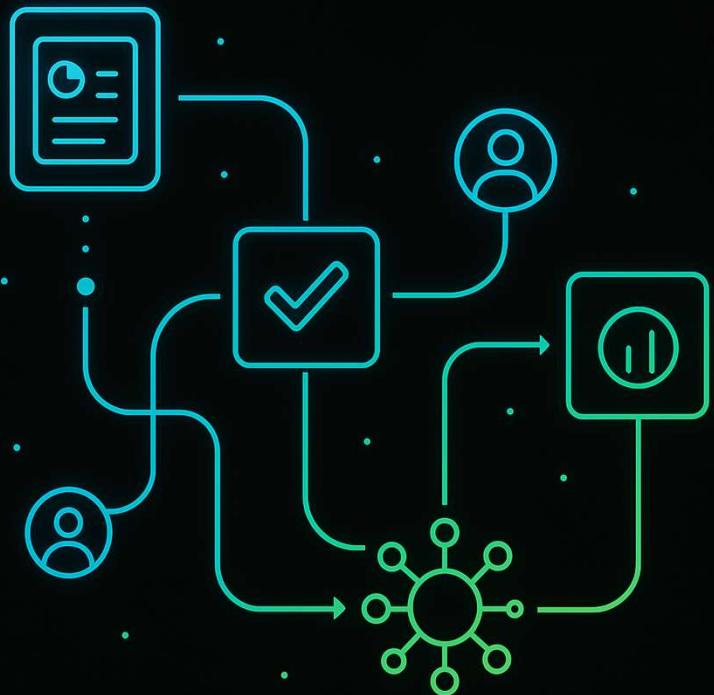




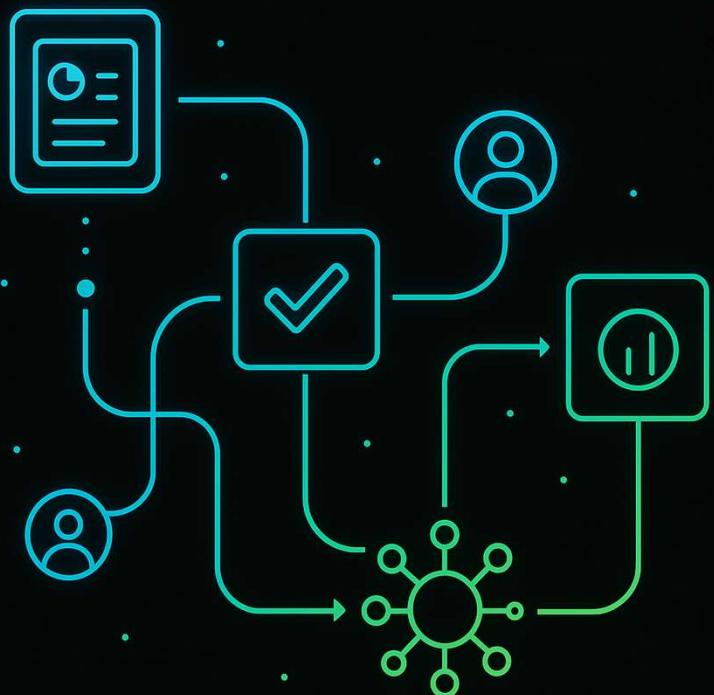
What is Excapsula?



A suite of process orchestration solutions built using Laserfiche technologies, ready to be deployed, that can be

- Adapted to specific requirements
- Integrated with core systems
- Integrated with third party systems

What do the solutions do?



By using the Laserfiche forms, processes, workflows and integrations, the solutions

Provide users with instinctive, user-friendly interfaces

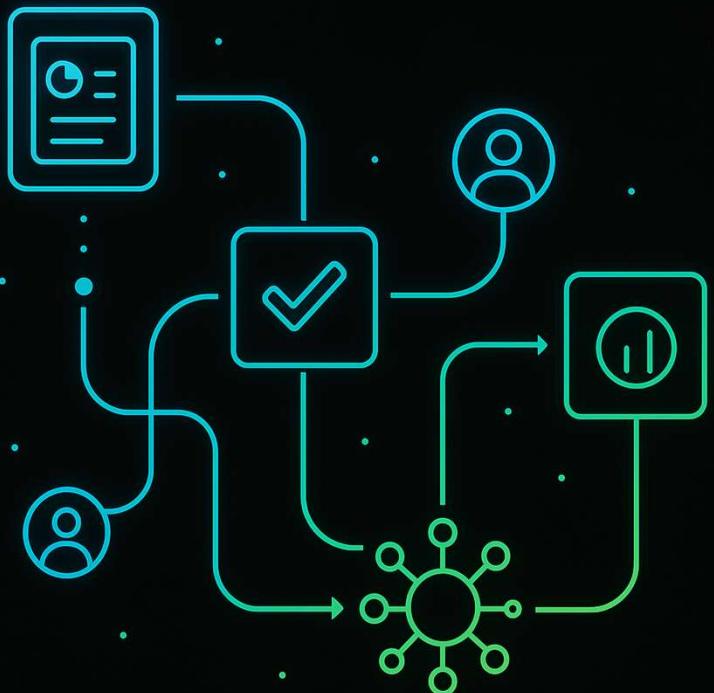
Guide users through processes to ensure they follow required procedures

Route forms for review and approval

Provide reviewers and approvers with required supporting evidence

Automate audit evidence, document saving and document creation

How is Excapsula delivered?



The pre-built templates reside on the MBS servers

MBS can make copies and make changes in the MBS environment

Full documentation including solution definition, technical specification and testing scripts

MBS PMO review and approval to meet ISO requirements

MBS engineers deploy the adapted templates to your environment

MBS engineers can make changes once in your environment

MBS provide testing scripts

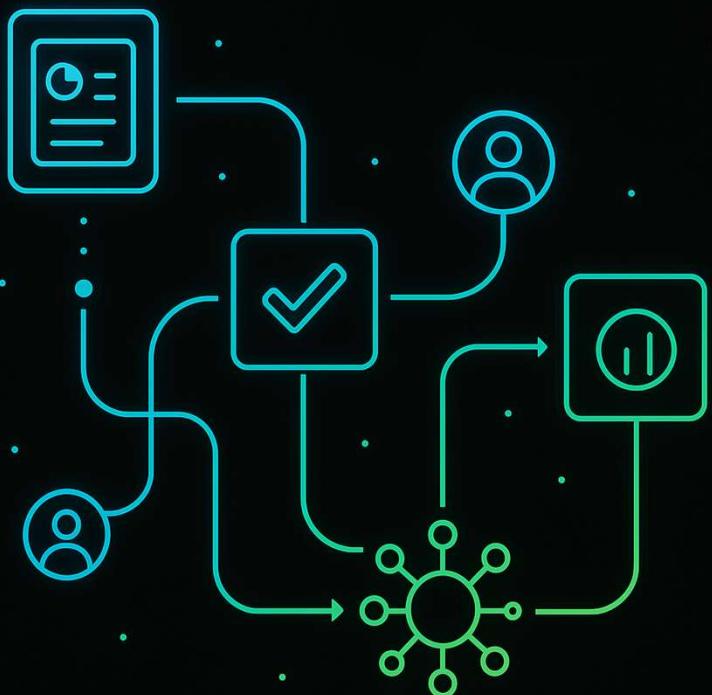
You complete initial familiarisation testing

Your staff complete UAT

MBS keeps a register of 'Future Enhancements' for later versions

Ongoing support, maintenance and upgrades from MBS

Integrations



Excapsula solutions look up basic data from most SQL-based systems and can fully integrate with third party applications

The current list, below, can be added to subject to technical requirements

Two-way API Integrations available today via MBS Connect:

- [Quantios](#) NavOne and Core
- [Docusign](#)
- [IDPal](#)
- [Objective Connect](#)



Mandatory Reporting

- CRS and FATCA Classifications



Due Diligence

- Integrated KYC (IDPal)
- External Certified CDD submissions
- Internal Certified CDD processing
- Beneficial Ownership Assessments
- Risk Assessment (CRA/ERA)
- SoW and SoF



Administration

- Change of Circumstance
- Actions Register
- Asset Reviews
- Client Payments
- Minutes and Resolutions
- File Notes



Client Onboarding

- Onboarding Control
- Declined or Exited Business



Client Accounts & Finance

- Client Accounts Management
- Contractor Timesheets



Compliance

- Policies and Procedures
- Rule Breaches
- Data Incidents
- Gifts and Entertainment



Co-Sec

- Authorised Signatory Management
- Directorships Management
- Board Meetings



Operations

- Change Control
- Excapsula Request
- Staff Roles
- Project Approval
- Training Requests

Templates are built, can be demonstrated and deployed ready to be adapted



Mandatory Reporting

- Tax Portal Updates
- Regulatory updates
- CRS Procedures



Due Diligence

- PEP assessments



Administration

- Periodic reviews
- Bank notifications
- Client offboarding
- GAD calculation



Client Onboarding

- Fee quotes
- Information and documents
- Compliance sign off
- Commercial Assessment



Client Accounts & Finance

- Bookkeeping checklist
- Tax filings
- VAT filings
- Expense claims
- Overtime sheets
- Company payments



Compliance

- Regulatory notices
- Health and safety incidents



Co-Sec



HR

- Joiners
- Leavers

Templates are under construction and can be prioritised