

servicenow® Electronic Signature Approval processes made easy

Simplify the collection and management of approvals and signatures using ServiceNow with one-click

Stay within ServiceNow for signing and approval of critical files

DocFlow streamlines and simplifies collecting and managing approvals whether it requires electronic signature, digital signature, or simple approval. With DocFlow leading organizations can eliminate their 3rd party signature applications and their non-ServiceNow workflows and stay within ServiceNow for all your document review, approval, and electronic signing requests. Compatible with PIV/CAC card for user authentication and signature approval, organizations are saving time and money by standardizing ServiceNow as their workflow tool of record to at a fraction of the cost leading 3rd party digital signing tools.

Simplify approvals and signature requests.

Easily build out simple or complex requests for one or multiple approvals

View all your approvals and signature requests in a single place to speed up and simplify your inbox.

Detailed instructions inform users of what needs approval and where it is required on the form.

Approval progress is easily viewed from the a drop-down menu above the form

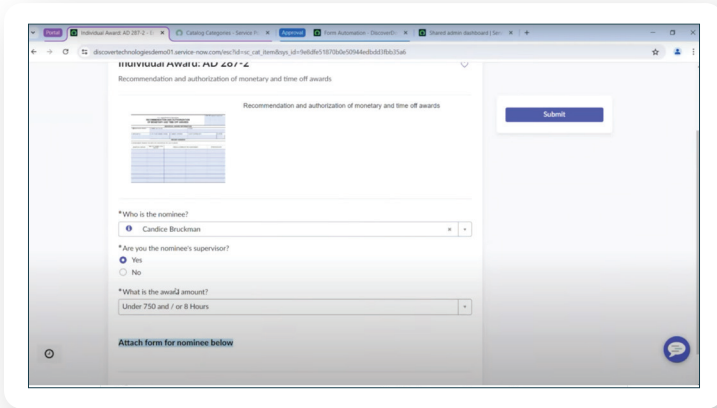
Common Forms Automated with DocFlow

- **DD2875:** System Authorization Access Request (SAAR)
- **DD Form 214:** Certificate of Release or Discharge from Active Duty
- **DD Form 448:** Military Interdepartmental Purchase Request
- **DD Form 67:** Processing Action Request
- **DD Form 2977:** Deliberate Risk Assessment Worksheet
- **DD Form 1348-1A:** Receipt for property
- **DD Form 2841:** DoD Public Key Infrastructure (PKI) Certificate of Acceptance and Acknowledgement of Responsibilities
- **DD2656:** Data for Payment of Retired Personnel
- **DD1750:** Packing List
- **DD2058:** State of Legal Residence Certificate
- **DD Form 1172-2:** DEERS enrollment form
- **DD Form 3005:** Application for Surrogate Association for DoD Self-Service (DS) Logon

Built to Simplify Approvals for Today's Complex Enterprise

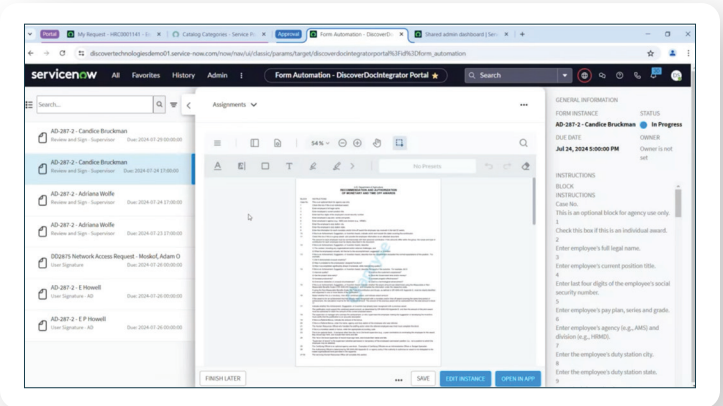
Approval Wizard

Build approval requests without coding with DocFlow's Approval Wizard. Easily assign approvers, attach documents, auto-populate form fields with data from ServiceNow, and provide approver instructions with ease. Eliminate unnecessary emails and form attachments with instructions. Keep your approvals in ServiceNow and simplify the experience with DocFlow.



Document Viewer

View all documents and forms awaiting approval or already processed in the DocFlow Document Viewer. Review instructions in prescriptive manner and easily confirm all fields on the form are accurate and relevant information is provided. Then digitally sign using the electronic signature tool of choice by the user or organization



Progress Tracker

Within the same screen users can easily identify what stage each assignment or forms is at in their respective workflow for approval. Edit and adjust due dates with ease and change approvers when chain of command occurs without disrupting the form's progress towards final approval.

