

General Integrity System for State and Local Governments

Safeguard Constituent Information



Whether you're a government print center or an external service bureau for an agency, it's vital to maintain a high standard of integrity when printing income tax or property management documents. Handling constituents' sensitive personal and financial information properly is key to legal compliance and a favorable public perception of your organization.

Sensitive documents, like tax refund statements, social services documents, or other transactional documents containing personal or private information, must be error-free to meet privacy, audit, or regulatory compliance requirements. You may require page, set, or job level integrity to ensure that each constituent's personal information is kept separate from others, in order to comply with local statutes or federal agency rules. You may also want a proper audit trail of what was printed for accounting and billing purposes. In addition, if a discrepancy such as a missing or duplicate page occurs, locating it sooner rather than later generally makes it easier and cheaper to resolve.

Previously, application-specific integrity systems have been expensive and time-consuming to implement because of the need for customized elements. If you're

like many customers, you may need more than an "off-the-shelf" solution but you may also be unable to afford the time or financial investment for a completely one-off solution. The General Integrity System helps bridge this gap between off-the-shelf and completely customized integrity solutions. By combining base hardware and software components with some customized elements, the result is a solution that meets your unique requirements at an affordable price.

Customizable elements include the type of reader used, the location on the page of symbols or codes to be read, and the manipulation of the data that is captured by the reader(s). Common business logic or unique rules can be applied to the data to meet your integrity requirements.

General Integrity System for the Xerox Nuvera® Family of Presses



MEETING YOUR DIVERSE APPLICATION NEEDS

The General Integrity System can be used for many purposes such as validating the page sequence within sets, verifying whether the stock is correct, or providing an audit trail. With today's expectation for the protection of personal information, it's especially critical to maintain the integrity of printed and mailed materials. Documents such as unemployment insurance statements and welfare-related notices must contain the correct information for the recipient and only that information.

- Stock Verification ensures that each page of variable data is printed on the correct pre-printed form.
 - Match a pre-printed barcode to a printed one or compare a pre-printed barcode to information (the expected value) that is embedded in the data stream.
- Sequence Verification checks if the pages are in the correct order, and there are no duplicates or missing pages.
 - Basic Sequence Verification ensures that a printed number increments by one, from one sheet to the next for the entire job.
 - Advanced Sequence Verification accounts for pages within a set, defined by document or account number (for example, municipal court documents).
- Imposition Verification checks that any two marks on a sheet are the same, that is, the last page of Constituent A's Medicaid notice is not attached to the first page of Constituent B's Medicaid notice.
- Audit Trail Verification records the pages printed. A unique code printed on every page is captured by the reader system and is recorded in a local system database. You can also extract this data using additional tools.

Besides collecting information about the page content, General Integrity can also track the disposition of pages after they are printed. If a code is missing or has the wrong value, or an incorrect stock has been fed, General Integrity can stop the printer or alert the operator to the error based on your instructions.

CONFIGURATION OPTIONS

- Multiple readers for the same sheet (front and back) or side
- Readers support traditional barcodes, OCR, and 2-D symbologies such as Data Matrix
- Conditional Logic (for special requirements)
- Error handling
- Data export

The General Integrity System is available for the Xerox Nuvera® Family of Presses. Certain applications, such as check printing, have standard integrity requirements that apply when you're printing refunds or insurance reimbursements. For these needs, a specific solution called Check Production Integrity is available. The General Integrity System addresses integrity for non-check applications.

Let us show you how we can help you achieve your goals. For more information, contact your Xerox Representative or visit www.xerox.com/customization.