dsMUNI

Key Features

Easy Search
find any record no matter how old

Cloud Backup
protect your data from cyber threat and physical damage

Access Control
you decide who is privy to each record

Audit Trail
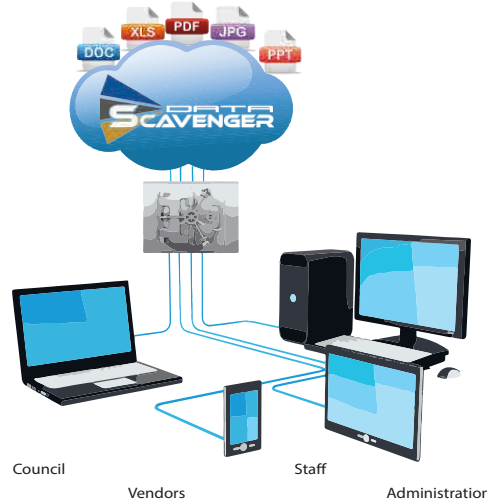every action is tracked by user & time

Read Receipts
see who has read your file & comment

Retention Dates
achieve proper retention scheduling

Revision Control
eliminate duplicates while retaining multiple versions

dsMUNI is a premium Electronic Document Storage and Records Management solution specifically tailored towards addressing the needs of Canadian municipalities.

Our system allows you to seamlessly archive information internally, as well as transfer records to and from surrounding municipalities, third parties, auditors and vendors without using email.
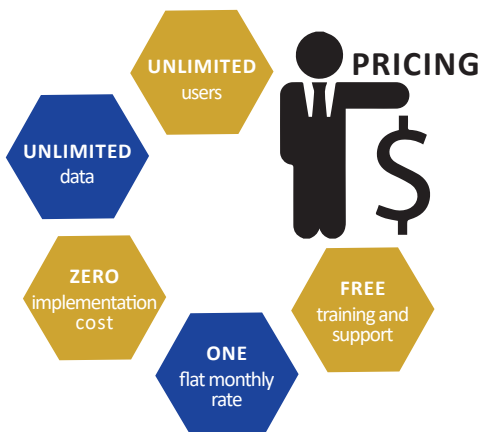
A complementary file cleanup service is included in our implementation to help ease the workload of busy administrators.

PROBLEMS

1. Anytime I make changes to a file someone saves overtop of it – my changes are lost!

2. Keeping track of council minutes and agendas is a huge hassle. Emailing them individually is even worse. I wish I could have all council information in one spot for everyone to access.

3. I waste so much time trying to find old bylaws or records. I hate searching through my emails and old bankers boxes.

4. I am nervous we may loose our data due to computer crashes, cyberthreats or fires/floods.

SOLUTIONS

1. dsMUNI saves every revision made to a file. You can sign in to retrieve old versions of the file at anytime! You'll eliminate duplicates and never lose an update again.

2. Post council information into dsMUNI so that councillors can instantly access it from anywhere with internet connection - even remotely. No need to print or email files!

3. Simply search by keyword, date or record type in dsMUNI and the bylaw you are searching for will appear! Never spend time or money recreating records again.

4. dsMUNI uses banking-level security and purposely separates its cloud storage from your servers to ensure that your data is safe and sound in our cloud should any harm occur at your office.

PRICING

UNLIMITED users

UNLIMITED data

ZERO implementation cost

ONE flat monthly rate

FREE training and support

FAQ's

What if I want to keep my record private from others?
With dsMUNI you have complete control of who is allowed to see, edit or delete records. Privacy levels are completely customizable to best suit your needs.

What if I want to share files with my auditor or a neighbouring town but I don't want them to edit or delete anything?
Just set your partner to "restricted access" in dsMUNI: in this view they will only see the files you choose to share with them and have no capability to edit or delete.

I posted an agenda onto dsMUNI. How can I know if councillors are reading them?
Check your read receipts! Everything in dsMUNI is auditable – including who has viewed a record (with a time stamp.)

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