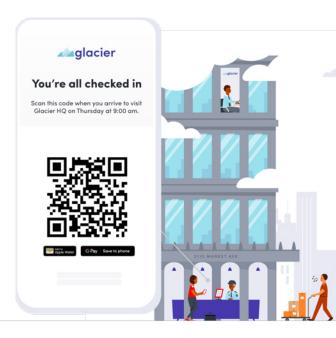


#### **ENVOY VISITORS**

# Stay ahead of security threats and compliance requirements

Rely on an integrated visitor management system that surfaces visitor insights, automates check-ins, and prevents unwanted visitors from entering.















#### Streamline visitor management

Eliminate traffic jams at the front desk. Envoy enhances the check-in process with features like pre-registration and automatic host notifications so your visitors can seamlessly enter and connect with their host.

# Make an exceptional first impression

Customize sign-flows based on visitor types. Have guests fill out forms, upload documents, verify their identity, and watch safety videos before entering the premises.

# Protect your physical & digital workplace

Manage who has access by connecting Envoy with 100+ apps that support background checks, access control, Wi-Fi credentials, and more. Instantly flag unauthorized guests.

#### Secure unattended front desks

Facilitate a smooth sign-in process and ensure security and compliance steps, like NDAs, are completed no matter what. With Envoy Visitors, guests can check themselves in by scanning a QR code, even at sites without staffed front desks.

#### **Expedite emergency response**

Track who's present in real-time and send multi-channel alerts through SMS, email, and in-app push notifications for quick safety checks and emergency assistance. Envoy Visitors lets both staff and guests confirm their safety in emergencies.

# Maintain digital records for potential audits

Keep a detailed record of every visitor at a global and location level and automatically export reports on a set schedule. This saves your team hours of manually logging every person coming and going.

### Easily manage and protect the data you need to remain compliant

Set up your check-in process to prompt guests to provide info like their country of citizenship (for ITAR) or view a safety video (for OSHA) before they come onsite. Envoy automatically stores and backs up all your visitor screening data so you can easily export it and prove you're compliant. This ensures consistent safety and privacy measures across all locations.





















# Automate tasks and processes by integrating your workplace tools

Future-proof your workplace tech stack with Envoy's 100+ integrations. Envoy Visitors integrates with your existing systems—such as email, digital NDAs, access control, and RFID access cards—to unlock new capabilities of these tools and streamline your workflows.



DESCARTES
Visual Compliance

















## The features you'll need to secure the front desk



#### Customizable sign-in

Create multiple check-in flows that ask different questions based on the reason for the guest's visit.



#### **Multi-location invites**

Let approved guests securely access multiple buildings at your sites with a single email or QR code.



#### **Host notifications**

Automatically alert employees when their guests arrive via the Envoy mobile app or your other communication channels.



#### **Emergency notifications**

Alert people onsite with automatic notifications sent via frequently used channels like SMS, Slack, Microsoft Teams, or email.



#### **Visitor log**

Automatically maintain detailed, up-to-date visitor records to ensure compliance with audit requirements. Export data in a few clicks.



#### Digital document signing

Prompt guests to sign agreements like NDAs and waivers before or during sign-in.



#### Virtual reception sign-in

Allow guests to scan a printed QR code and complete the required sign-in steps on their mobile device.



#### Occupancy analytics

View comprehensive visitor data and automatically share custom reports with stakeholders on a set schedule.



#### **Security integrations**

Connect your tech stack with Envoy's integrations to support email invites, digital NDAs, physical access control, RFID access cards, and mobile QR codes.



#### **Identity verification**

Make sure visitors are who they say they are by scanning IDs and cross-checking against internal blocklists and third-party watchlists.



#### Flexible access

Visitors can sign in via an iPad kiosk, a QR code scan, facial recognition, or a virtual front desk



#### **Badge printing**

Identify visitors with printable badges with a photo, date stamp, host name, and company logo.



# Parker Meggitt keeps their facilities secure and compliant with Envoy Visitors

#### **ABOUT**

With more than 300 facilities globally, Parker Meggitt has complex security and compliance needs. They not only have to adhere to their own visitor policy, but they also have to comply with government and contractual obligations when sharing visitor information. Before Envoy, their facilities managed visitors independently, leading to disconnected resources, documentation, and security measures.

#### SOLUTION

Parker Meggitt's first priority was securing the manufacturing facilities containing export-controlled data.

Envoy Visitors ensures that everyone entering a facility complies with trade regulations like ITAR and EAR. Additionally, Parker

Meggitt can now send invitation emails and set up custom sign-in procedures, ensuring only authorized visitors enter. They have five visitor workflows for different visitor types, using Envoy Visitors to capture necessary details, including NDAs, for each group. For an extra layer of protection, Parker Meggitt uses Envoy's Visual Compliance integration to screen visitors against restricted party watchlists.

#### WHAT THEY HAVE TO SAY

Most government regulations require us to provide five years of visitor log data. With Envoy, we can go back and see who was authorized to enter a site and who wasn't, so we're prepared when the government comes in. If we don't [use Envoy], there's a significant risk of fines. It's like an insurance policy for us."

— Jonathan Priganc, Director of Business Systems–Corporate Affairs

#### TRY ENVOY VISITORS FOR FREE

Welcome guests with a beautifully simple solution that safeguards your workplace and supercharges your front desk.

Get started in minutes: envoy.com/demo