

# ids Documenter



AUGUST 2013

Questions or comments regarding this newsletter, contact Marketing at 800.554.1872 © 2013 IDS, Inc.



# UPCOMING CONFERENCES

Meet up with an IDS representative at any of these shows:

## LENDERS ONE

August 5–7<sup>th</sup> | Boston, Massachusetts,

## PACIFIC NORTHWEST

September 9–11<sup>th</sup> | Boise, Idaho

## MBA'S REGULATORY COMPLIANCE CONFERENCE

September 29–October 1<sup>st</sup> | Washington DC

## ELLIE MAE

October 13–16<sup>th</sup> | Las Vegas, Nevada

## MBA 100<sup>TH</sup> ANNUAL

October 27–30<sup>th</sup> | Washington DC

# ids PROTECTS CLIENT NPI DAILY



**P**rotecting clients' non-public personal information (NPI) has always been a priority to IDS members and is reflected every day in the way that our employees do business. Safeguards instituted from the beginning are now embedded in the culture of IDS, and as new safety measures are introduced, training follows.

In compliance with the federal and state laws regarding NPI, IDS focuses largely on ❶ ensuring the security, integrity, and confidentiality of NPI, ❷ protecting against any anticipated threats or hazards to the security or integrity of NPI, and ❸ protecting against the unauthorized access to or use of such NPI internally or externally.

Some of the physical measures IDS employees take in protecting NPI include:

- » Maintaining a secure building
- » Employee picture ID badges/key cards
- » Keeping unattended computers locked
- » Any hard copy file is locked-up or shredded
- » Alternating computer passwords

In addition to these physical security measures, IDS ensures that any sensitive customer information sent out electronically is automatically encrypted through our website. IDS takes network security seriously, and uses monitoring procedures, firewalls, and virus protection to support the fortification of our network.

IDS In-House Counsel Clint Salisbury heads the Privacy Policy affairs and testifies of our network's strength and stability: "IDS's network is tested on a daily basis by external security companies for vulnerabilities and security holes. Through this process, it has been affirmed that our network is consistently secure and safeguarded."

These are only a few of the established procedures in the IDS Privacy Policy. Any questions concerning this policy can be directed to Clint Salisbury at 800.554.1862 x 112 or [csalisbury@idsdoc.com](mailto:csalisbury@idsdoc.com).

# THE **ids** IDENTITY

## six signature principles

**ids's** Mission Statement: "Empowering lenders to create initials and closing documents with innovative technology that ensures compliance and generates efficiencies. IDS provides clients with the tools and resources to fulfill all of their document preparation needs."

Our mission statement reflects the core purpose and focus of IDS, and summarizes what we do as an organization. Delving into the main points of our mission, IDS will explain how our company continually fulfills its mission. In the successive months learn how we:

- 1 Empower lenders
- 2 Use innovative technology
- 3 Ensure compliance
- 4 Generate efficiencies
- 5 Provide tools and resources
- 6 Fulfill lenders' doc prep needs





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