



# AvePoint® DocAve® Governance Automation

## System Request: Permissions Recertification

### Step 1



For the last two quarters, your employees have been utilizing a collaboration space provisioned by DocAve Governance Automation.

### Step 2



Based on your organization's information governance policy, a scheduled permissions recertification event is initiated by Governance Automation.

### Step 3



Bob, the accountable business owner, is assigned a task to review and certify that all user permissions within the space are accurate and still relevant.



**User: Bill**  
Permission: Contribute



**User: Charles**  
Permission: Read Only



**User: Suzy**  
Permission: Full Control

### Step 4



Governance Automation assigns the new permissions structure automatically, without having to burden your IT staff.

### End Result



#### Bob & Team

Transparency into roles and permission to ensure information is available and accessible to the right people.



#### Governance Board

Delegation of responsibility to Bob and business owners to certify all user permissions comply with organizational security policies.



#### IT Administrators

Auditing of all permissions changes by Bob and business owners to ensure accountability and traceability.