

4 Steps to More Effective Entity Governance

A Roadmap to Entity Governance Maturity

As the keepers of the corporate record, the general counsel (GC) and legal operations department are uniquely positioned to serve as strategic advisors. Managing multiple entities and maintaining compliance across multiple jurisdictions gives them deep insight into risk management. Meanwhile, their work across the enterprise allows them to spot proactive opportunities for growth.

Here's a roadmap for how GCs can turn their advantageous perspective into a strategic superpower – and practice mature, modern governance within their organizations.

START Begin the path to mature entity management by centralizing your corporate data

1



Create a single source of truth

Your organization will spot and act on opportunities faster if all departments are drawing from the same data well. The right entity governance solution should provide:

Entity information

Access up-to-date data on locations, licenses and more—without duplications or gaps.

Director and officer information

Know instantly who's who and where each entity fits in your corporate structure.

Secure file storage

Lower your risk of revenue- and reputation-damaging leaks.

Single sign-on and multi-factor authentication

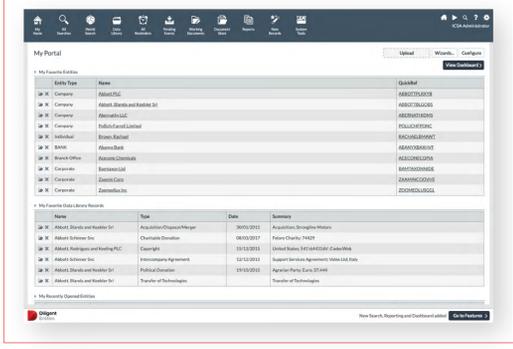
Make data access easy for authorized users and impossible for those without the right permissions.

Audit trail

Give all authorized users the power to fulfill information requests.

Reporting

Eliminate bottlenecks and deficiencies to deliver reports with greater speed and accuracy.



How Diligent Entities supports a single source of truth

- Consolidate all files, folders and documents into a single stream
- Integrate with third-party systems
- Standardize templates and reports that can be customized as needed
- Enforce mandatory fields

2

Unite business units around the centralized record

Your entity management system should support data collection, visibility, oversight and collaboration across the enterprise for:

Managing data reviews

Improve the efficiency and transparency of activities like onboarding, dissolutions and change order processes.

KYC information

Collaborate quickly and easily on requests that depend on access to entity information.

Signing authority

Coordinate across business units to keep paperwork and processes moving.

Powers of attorney

Know immediately who's able to sign, execute and act.

Bank details

Ensure all parties—from treasury to tax—get the documents, dates and details they need.

Structure charting

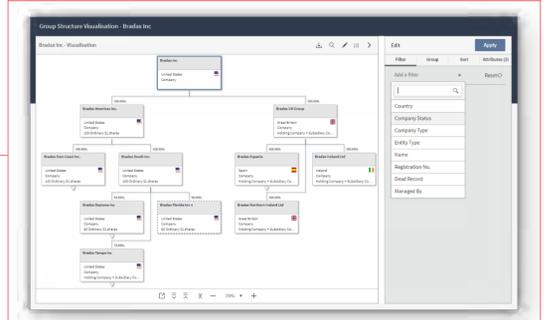
Visualize and document hierarchies, dependencies and efficiencies.

Third-party integrations

Ensure the most up-to-date information from Google Maps, CSC, Workday and other external systems.

How Diligent Entities unites people, processes and information

- Provide universally accessible data libraries
- Support regulatory requirements through the Compliance Calendar
- Automate signature processes
- Visualize the entire corporate structure with interactive and dynamic structure charts



3

Make entity information easy to find

Self-service and operational efficiency are key. Look for an entity governance system with:

User permissions

Deliver sensitive information to the people who need it—and protect it from those who don't.

Secure file sharing

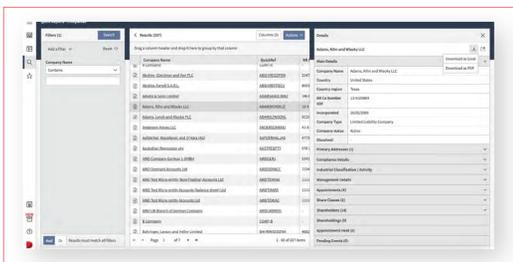
Send accurate and timely data with confidence.

Shared dashboards

Work in tandem with outside counsel and regulators, as well as across departments.

Multiple reporting formats

Accommodate information requests across stakeholders, departments and jurisdictions.



How Diligent Entities supports self-service and efficiency

- Permission access to encrypted data using two-factor authentication
- Enable secure, traceable file delivery
- Track entity information through the Entity Overview Panel
- Equip Quick Reports with clickable charts and graphs

4

Let automation do the work for you

Automation makes the general counsel more efficient and strategic, allowing them to deliver more value to the board and their organization.

Entity lifecycle management

Stay on top of structures, policies and filings from development to dissolution.

Data assurance workflows

Create workflows that automatically notify regional entity owners to update their information.

Document production

Create reports and records customized to your organization's needs.

Electronic signatures

Keep important deals and filings moving toward their ultimate destination.

Electronic filing

Easily and efficiently remain up to date with regulatory requirements.

Compliance Calendar notifications

Get automated reminders of upcoming compliance obligations.

Data visualization

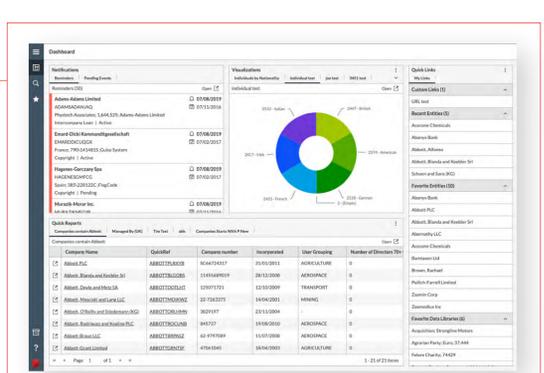
Deliver the unified, intuitive views that lead to better questions and decisions.

Automated reporting

Provide regular updates to key stakeholders.

How Diligent Entities supports automation

- Provide ready-made templates for reporting
- Schedule forms for e-filing automatically
- Utilize dynamic watermarking
- Construct group structure visualization



FINISH Mature entity governance that maximizes efficiency, mitigates risk and empowers strategic growth