

POLICY GOVERNANCE & COMPLIANCE

Policies exist. Compliance doesn't.

One policy-governance platform that runs entirely inside Microsoft 365 — version-controlled documents, mandatory acknowledgments, automated review cycles and a complete audit trail. Every policy read, every acknowledgment tracked, every audit passed.

- 95% acknowledgment rate
- In your tenant
- Zero per-seat fees
- King IV · POPIA

POLICY REGISTER — ATTESTATION HEALTH

● PolicyIQ

Code of Conduct v4.2

98% attested · reviewed Mar 2026 · signatures current

COMPLIANT

Remote Working Policy v2.1

Review 41 days overdue · 62% attested in Operations

AT RISK

IT Security Policy v1.0

100% attested — but 0.4s avg read time · comprehension risk

ATTESTED

PolicyIQ reads the evidence, not the checkbox. **The third policy is 100% attested** — and flagged, because a 0.4-second average read time means nobody actually read it.

THE GAP TODAY

Compliance lives in a spreadsheet. Proof lives nowhere. Sensitive policy lives outside your tenant.

No proof of acknowledgment

You publish to a shared drive and hope people read it. When the auditor asks who acknowledged what, when and which version — you have assumptions, not evidence.

Review drift

Policies go years without review because nobody tracks expiry dates or triggers the workflow — and outdated versions stay in circulation.

Ungoverned, per-seat SaaS

Third-party policy tools store your sensitive documents outside your tenant, and charge per user per month as headcount grows.

DWx PolicyIQ replaces the shared drive and the SaaS bolt-on with one governance platform inside Microsoft 365 — version-controlled, acknowledgment-tracked and audit-ready by default. **The system keeps the evidence; your people own the policy.**

THE DIFFERENCE

Six mechanisms that turn "we published it" into "we can prove it."

PolicyIQ doesn't just store documents — it enforces the acknowledgment, tracks the read, schedules the review and keeps the evidence. A light AI layer summarises what changed; your governance team makes every call.

● Version Control & Diff

Full major/minor version history in SharePoint, with side-by-side comparison so reviewers see exactly what changed — additions, deletions and modifications highlighted.

● Mandatory Acknowledgment

Employees are notified, read the document and formally acknowledge. Every acknowledgment is timestamped, tracked and stored as audit evidence.

● Automated Review Cycles

Annual, biannual or custom schedules per policy. Owners receive automated reminders; overdue reviews escalate to management automatically.

● Read-Receipt Tracking

See who has read each policy in real time. Overdue readers are reminded, and persistent non-compliance is escalated to line managers with full context.

● What-Changed Summary AI-ASSISTED

A light AI layer summarises the differences between versions so employees grasp what actually changed before they acknowledge — not just that a new file appeared.

● Comprehensive Audit Trail

Who created, edited, approved, published, read and acknowledged each policy — and exactly when. Export audit reports for regulators in one click.

THE PLATFORM

Everything you need for policy governance — in one place.

- ✓ Version-Controlled Documents

— SharePoint major/minor history, every edit attributed
- ✓ Mandatory Acknowledgment Workflows

— timestamped, tracked, stored for audit
- ✓ Automated Review-Cycle Scheduling

— reminders and overdue escalation
- ✓ Regulatory Classification

— POPIA · King IV · ISO 27001 · GDPR
- ✓ Department-Specific Distribution

— target by department, location or role
- ✓ Read-Receipt Tracking & Escalation

— real-time, escalates to line managers
- ✓ Policy Comparison (Diff View)

— side-by-side, changes highlighted
- ✓ Digital Signature Collection

— legally binding for critical policies
- ✓ Bulk Import & Migration

— from shared drives and legacy tools
- ✓ One-Click Audit-Trail Export

— every action recorded, regulator-ready

WHY DWX

What third-party policy SaaS can't do.

Compared with the tools most teams bolt on around Microsoft 365 — PowerDMS, PolicyTech, Diligent, NAVEX.

Capability	DWx PolicyIQ	Third-party policy SaaS
Runs inside your Microsoft 365 tenant	Yes	No
Zero policy data leaving your environment	Yes	No
Priced per tenant — no per-seat SaaS fees	Yes	No
Policies in SharePoint Doc Libraries — familiar UI	Yes	No
Integrates with DWx ContractIQ & Risk & Audit	Yes	No

THE ROI CASE

Measurable impact from day one.

Higher acknowledgment, faster distribution, always audit-ready — and zero outdated policies left in circulation.

95%↑

Acknowledgment rate

Automated reminders and escalation lift acknowledgment from a typical 40% to over 95% — with no manual chasing.

80%↓

Less time to distribute

From approval to every targeted employee in minutes, not weeks. Right people, right policy, immediately.

100%↑

Audit-ready at any moment

Every acknowledgment, version and review cycle recorded — one-click export when regulators arrive.

0↓

Outdated policies in circulation

Automated review cycles and retirement workflows keep only the current, approved version live.

WHO IT'S FOR

A tailored view for every seat at the table.

COMPLIANCE OFFICER

Audit readiness & regulatory tracking

"The auditor wants proof that every employee acknowledged our data protection policy within 30 days of the last update. I need that report in minutes, not days."

HR DIRECTOR

Distribution & employee accountability

"We updated the remote working policy last month. I need to know which departments have acknowledged it and who still hasn't — before the board meeting."

EMPLOYEE

Easy access, simple acknowledgment

"I got an email about a new policy but I can't find it. I just want to read it, understand what changed, and acknowledge it without jumping through hoops."

ENTERPRISE-GRADE · MICROSOFT-NATIVE

It runs in your tenant. Microsoft bills you directly.

Policy documents, acknowledgment records and audit data live in the SharePoint and Microsoft 365 you already own — no black-box dependencies, no data lock-in. PolicyIQ runs in your Azure subscription in South Africa North, and you remain the data controller. Nothing leaves your environment.

Azure paid direct to Microsoft. First Digital does not mark up Azure.

Azure OpenAI · Light

SharePoint Document Libraries

Microsoft Graph API

Azure Logic Apps

Power Automate

SPFx 1.20 · React 17 · Fluent UI v8

~R900

INDICATIVE AZURE / MONTH
MEDIUM-BAND · LIGHTEST-AI APP

See it prove your compliance.

Stand PolicyIQ up in your tenant, on your real policies. From discovery call to your first fully tracked acknowledgment in weeks — audit-ready from day one.

Book a discovery call →

