viedoc™

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Information Security

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COMDOC91	Summary of investigation on encryption compliance in China	1	2023-04-03	2023-03-25

COMDOC92	Summary of follow-up investigation on ICP compliance in China	1	2023-04-03	2023-03-25
COMDOC93	ISO 27001 surveillance audit report - march 2023 Shanghai	1	2023-04-03	2023-04-03
COMDOC94	PS ISMS quarterly meeting notes	14	2026-08-14	2026-08-14
COMDOC95	DEV ISMS quarterly meeting notes	15	2026-10-20	2026-10-20
COMDOC96	Finance ISMS quarterly meeting notes	15	2026-10-21	2026-10-21
COMDOC97	Sales ISMS quarterly meeting notes	15	2026-10-22	2026-10-22
COMDOC98	GC-DPO ISMS quarterly meeting notes	14	2026-08-14	2026-08-14
COMDOC99	IT ISMS quarterly meeting notes	15	2026-10-13	2026-10-13

Information Technology

ITOff108	Monthly Security Meeting	114	2026-10-15	2026-10-15
ITOff122	Colo, IaaS, SaaS provider qualification - Azure China	6	2026-02-17	2026-02-16
ITOff139	Colo, IaaS, SaaS provider qualification - SMS-Teknik	6	2026-02-17	2026-02-16
ITOff140	Colo, IaaS, SaaS provider qualification - ElasticEmail	5	2026-02-17	2026-02-16
ITOff141	Colo, IaaS, SaaS provider qualification - AliYun	5	2026-02-17	2026-02-16
ITOff149	Colo, IaaS, SaaS provider qualification - HENNGE	5	2026-02-17	2026-02-16
ITOff153	Colo, IaaS, SaaS provider qualification - MailJet	5	2026-02-18	2026-02-17
ITOff154	Colo, IaaS, SaaS provider qualification - AWS China	5	2026-02-18	2026-02-16
ITOff155	Colo, IaaS, SaaS provider qualification - Azure Global	5	2026-02-18	2026-02-17
ITOff165	Asset overview - Internet domains	14	2024-12-19	2026-06-08
ITOff182	Asset overview - Software subscriptions & licenses	4	2023-03-23	2025-03-10
ITOff204	Approved Software	25	2026-04-23	2026-04-23
ITOff252	Monitoring Of Security Events	4	2026-06-16	2026-06-16
ITOff298	Quarterly supplier review	29	2026-09-21	2026-09-21
ITOff358	Colo, IaaS, SaaS provider qualification - AWS	4	2026-02-18	2026-02-17
ITOff389	Colo, IaaS, SaaS provider qualification - OVH Cloud	4	2026-02-18	2026-02-17
ITOff406	Monthly Security Meeting – Internal-IT	44	2026-10-21	2026-10-21
ITOff416	Certificate Update and Verification	2	2026-02-11	2026-02-04
ITOff417	Vulnerability Assessment Report	29	2026-10-15	2026-10-15
ITPCG40	Viedoc Disaster Precaution and Recovery Plan	11	2025-06-17	2026-10-22
ITPCG55	Viedoc Database Backup	8	2025-03-20	2026-04-30
ITPCG62	Infrastructure concept Azure	5	2023-10-02	2025-05-09
ITProj2191	Viedoc US disaster recovery test plan 2023	1	2023-10-17	2023-10-19
ITProj2203	Viedoc US disaster recovery test result 2023	1	2023-11-01	2023-10-20
ITProj2291	Viedoc CN disaster recovery plan 2024	1	2024-11-25	2024-11-25
ITProj2292	Viedoc JP disaster recovery plan 2024	1	2024-11-25	2024-11-25
ITProj2293	Viedoc JP disaster recovery result 2024	1	2025-01-10	2024-12-17

ITProj2294	Viedoc CN disaster recovery test result 2024	1	2025-01-10	2024-12-17
ITProj2324	Viedoc AG disaster recovery test plan	1	2024-12-12	2024-12-12
ITProj2325	Viedoc AG disaster recovery test results 2024	1	2025-01-10	2024-12-17
ITProj2439	Viedoc STS disaster recovery test plan 2025	2	2025-10-13	2025-10-10
ITProj2440	Viedoc STS disaster recovery test results 2025	3	2025-10-14	2025-10-13
ITProj2452	Viedoc FR AWS disaster recovery test plan 2025	1	2026-01-08	2025-12-03
ITProj2479	Viedoc FR AWS disaster recovery test results 2025	1	2026-01-21	2026-01-14
ITProj2570	Viedoc EU disaster recovery test plan 2026	1	2026-10-20	2026-10-19
ITProj2572	Viedoc JP disaster recovery test plan 2026	1	2026-10-20	2026-10-19
ITProj2574	Viedoc US disaster recovery test plan 2026	1	2026-10-20	2026-10-19
ITProj2576	Viedoc CN disaster recovery test plan 2026	1	2026-10-20	2026-10-19
ITProj2578	Viedoc break-glass account disaster recovery test plan 2026	1	2026-10-20	2026-10-19

Product Management

PMOff01	Guidelines for prioritization	7	2026-04-13	2026-04-13
PMOff05	Encryption of Patient information	4	2026-06-25	2026-06-05
PMOff10	Dataflow of Clinical data in Viedoc	4	2026-10-22	2026-10-15

Professional Services

VIEDOC02	Viedoc 4 Conventions	3	2021-02-15	2025-12-29
VIEDOC08	Data Handback- Instructions for Investigators Viedoc 3	4	2026-01-07	2025-12-29
VIEDOC10	Remote Host sFTP Guide	4	2026-01-07	2025-12-29
VIEDOC12	Flowchart Study Build	4	2026-01-07	2025-12-29
VIEDOC13	Kick-Off Meeting Guidelines	3	2026-10-05	2026-09-24
VIEDOC14	Study Build Guidelines	3	2026-10-05	2026-10-05
VIEDOC15	Viedoc Go-live Checklist	2	2026-08-28	2026-08-27
VIEDOC16	First Delivery Checklist	3	2026-08-28	2026-08-27
VIEDOC17	Change Request Checklist	2	2026-08-28	2026-08-27
VIEDOC19	Viedoc Study Design Review Service Guidelines	2	2026-08-26	2026-08-26

Quality Assurance

QAOff148	VIRP Introduction	6	2025-09-04	2026-08-18
QAOff25	Viedoc Compliance according to GAMP 5 - Viedoc Technologies	9	2025-09-05	2026-09-03
QAOff30	Viedoc Compliance according to GAMP 5 - Viedoc Customer	9	2024-10-18	2026-10-17
QAOff32	Viedoc Technologies Approved QA Supplier List	22	2026-06-25	2026-06-25
QAOff364	Quality Plan 2024	1	2024-02-09	2024-02-09
QAOff365	Audit Plan 2024	1	2024-02-13	2024-02-13
QAOff392	Annual Quality Report 2023 - audit version	1	2024-09-23	2024-09-23
QAOff447	Annual Quality Report 2024 - audit version	1	2025-03-31	2025-03-31

QAOff450	Audit Plan 2025	3	2025-09-01	2025-09-01
QAOff451	Quality Plan 2025	1	2025-02-18	2025-02-18
QAOff531	Audit Plan 2026	1	2026-02-16	2026-02-16
QAOff534	Quality Plan 2026	1	2026-02-16	2026-02-16
QAOff535	Annual Quality Report 2025 - audit version	1	2026-02-19	2026-02-19
QSDOC01	Validation Summary	6	2025-06-24	2026-06-22
QSDOC04	Viedoc Regulatory Compliance	9	2026-05-19	2026-05-19
QSDOC09	Test Cases for Viedoc 4 Regulatory compliance	13	2025-12-11	2025-12-16
QSDOC10	Test Results for Viedoc 4 Regulatory compliance	8	2025-12-18	2025-12-17
QSDOC12	PT Disaster Recovery Test	1	2026-01-13	2026-01-13
QSOff218	Role Description and Training Matrix	121	2026-10-08	2026-10-08
Sales & Marketing				
COMDOC87	Guidelines: LinkedIn for Viedoc Employees	1	2023-10-04	2025-02-28
ITOff132	Viedoc subprocessors - Europe instance	8	2026-03-17	2026-10-02
ITOff133	Viedoc subprocessors - China instance	8	2026-03-17	2026-10-02
ITOff134	Viedoc subprocessors - Japan instance	7	2026-03-17	2026-10-02
ITOff347	Viedoc subprocessors - US instance	3	2026-03-17	2026-03-16
ITOff60	Viedoc Security - Technical and organisational measures	8	2025-11-10	2025-11-10
SMDOC02	Viedoc Pricing Policy	3	2024-05-20	2025-10-28
SMDOC07	Marketing Automation Platform Usage and Flows	1	2022-11-10	2025-02-28
SMDOC08	Viedoc Brand Guidelines	3	2025-10-23	2025-10-23
SMDOC09	Social Media Policy	2	2025-10-23	2025-10-23

Policies

Doc ID	Title	Version	Approved	Last Reviewed
Company				
COMPOL01	Code of Conduct	11	2024-03-14	2026-04-17
COMPOL02	Data Protection Policy	5	2024-03-25	2026-04-17
COMPOL03	Information Security Policy	12	2026-02-26	2026-02-26
COMPOL04	Quality Policy	12	2026-08-14	2026-08-14
COMPOL05	Viedoc Privacy Policy EU	6	2025-01-14	2026-04-17
COMPOL06	Viedoc Privacy Policy JP	5	2025-01-14	2026-04-17
COMPOL07	Viedoc Privacy Policy CN	4	2025-01-20	2026-04-17
COMPOL08	Password Policy	4	2024-08-09	2026-08-13
COMPOL10	Website Visitor and Customer Representative Privacy Policy	5	2026-03-17	2026-03-17
COMPOL12	Diversity, Equality and Inclusion Policy	5	2026-06-11	2026-06-11
COMPOL13	Remote Working Policy	4	2026-06-11	2026-06-11
COMPOL15	Disciplinary Policy	3	2026-06-11	2026-06-11
COMPOL16	Authorization Policy Viedoc Group	4	2026-04-29	2026-04-27
COMPOL18	Viedoc Privacy Policy US	2	2025-02-04	2026-04-17

COMPOL19	Supplier Code of Conduct	2	2026-02-12	2026-02-12
COMPOL20	Environmental, Social and Governance Policy	2	2026-06-15	2026-06-12
COMPOL22	Finance Policy	1	2025-03-13	2026-02-02
COMPOL23	Procurement Policy	1	2025-01-08	2026-04-17
COMPOL24	Website Visitor and Customer Representative privacy policy CN	2	2026-05-07	2026-05-06
COMPOL25	Website Visitor and Customer Representative Privacy Policy Japan	2	2026-05-07	2026-05-06

Development

DEVPOL01	Secure Development Policy	4	2023-10-26	2024-12-30

Sales & Marketing

SMPOL01	Viedoc Training Server Access	2	2024-12-30	2024-12-30
SMPOL02	Information Security within Sales	3	2026-03-11	2026-02-27
SMPOL03	Email Marketing and Automation Policy	2	2024-08-29	2024-08-29
SMPOL04	Advertising Policy	2	2025-09-16	2025-09-16
SMPOL05	Event Policy	2	2025-10-23	2025-10-23