Deployed globally, centralized Visitor Management System (VMS) has to satisfy the needs related to different geographies, address different security and compliance requirements, fit variety of visitor type requirements, and enable use cases of global enterprise-grade facilities.

Leverage the checklist below to evaluate solutions against scalability, customization, security, and integration considerations that will enable Visitor Management initiative to scale now and support your future growth.

**SCALABILITY**
- Manage multiple locations (lobbies, events, gates)
- Control access with User roles
- User roles

**SECURITY**
- SOC 2
- Data residency
- Single tenant

**CUSTOMIZATION**
- Visitor types ✔
- Localization ✔
- Branding ✔

**INTEGRATION**
- Build custom integrations ✔ with other business systems
- Leverage data ✔

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**Standardization Check List**

**Scalability**
The solution should be possible to configure to location, business unit and office geography.  
The system should provide multiple custom permission bundles for different types of users available.  
The system should allow to immediately deploy new locations or user experiences.  
The system should recognize repeat visitors and track document signature status and expiries.  
System should recognize repeat visitors across different locations and auto-fill details, recognizing previously signed documents.

**Customization**
System should provide custom workflows and user-specified triggers.  
The system should provide custom branding for locations, subsidiaries and location types.  
Different languages should be enabled for different locations or users.  
System should allow visitors to be classified into different user types.  
System should include management of processes beyond the lobby (eg. Guard gates, parking, pre-registration).  
System should allow for custom badge layouts, variety of badge materials and expiry mechanisms.  
System should allow for signature of multiple document types.  
System should allow for removal of all vendor branding and advertising.

**Security**
Solution provider should have enterprise security certifications, such as SOC2  
Platform deployment should be available in regional data centers  
Local data residency option should be available  
Single tenant deployment option should be available  
Centralized global watchlists should be managed across different locations  
Watchlist should allow for at minimum 3 custom list definitions and uniquely configured workflows  
System should provide Government ID and passport validation by enterprise-grade scanners  
System should comply with all US and International privacy regulations, such as GDPR  
System should comply with applicable industry regulations (ITAR, PCI, FISMA, GMP etc.)  
Solution should provide a real time view of who is on site at any given time

**Integration**
System should provide integrations with Single Sign On technologies such as SAML 2.0, Active Directory, etc.  
System should enable integrations with business productivity platforms such as outlook  
System should enable custom integrations via Rest API

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