



INTERNAL APPROVAL PACK · PROCUREMENT STAGE

# Everything your team needs to approve ZoikoTime

A single pack for internal sign-off — ROI and financial justification, compliance and security documentation, board-ready materials, and a vendor risk assessment.

ROI & financial justification

Compliance & security

Board presentation materials

Vendor risk assessment

ZoikoTime™ · Workforce Truth Infrastructure

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## 1 · ROI MODEL &amp; FINANCIAL JUSTIFICATION

## The business case

ZoikoTime reduces the hidden costs of unverifiable time: payroll leakage, time disputes, and manual audit preparation. The model below is an **illustrative** example for a 500-user organization — replace the basis figures with your own for a tailored calculation.

| VALUE DRIVER              | BASIS (ILLUSTRATIVE)                                            | EST. ANNUAL VALUE |
|---------------------------|-----------------------------------------------------------------|-------------------|
| Payroll accuracy          | Reduced over/under-payment on verified hours across 500 users.  | \$180,000         |
| Fewer time disputes       | Lower dispute volume & resolution time with reviewable records. | \$95,000          |
| Audit preparation         | Evidence assembled in minutes vs. weeks of manual effort.       | \$120,000         |
| Compliance risk reduction | Lower exposure to wage/hour and record-keeping findings.        | Qualitative       |
| Illustrative annual value | Sum of quantified drivers above.                                | ~\$395,000        |

**~\$395K**

Illustrative annual value (500 users)

**Weeks → Minutes**

Audit evidence preparation

**Deterministic**

Records, not opaque scoring

**Illustrative only.** Figures are examples to structure your own business case; they are not a guarantee of savings or ROI. Enter your headcount, pay rates, dispute volume, and audit hours to produce a defensible internal estimate.

# Control & framework posture

| FRAMEWORK     | SCOPE                                                            | STATUS             |
|---------------|------------------------------------------------------------------|--------------------|
| SOC 2 Type II | Security, availability, confidentiality & processing integrity.  | Aligned / Examined |
| ISO 27001     | ISMS aligned to Annex A controls.                                | Aligned            |
| GDPR / CCPA   | Lawful processing, rights handling, RoPA, breach notification.   | Documented         |
| EU AI Act     | Transparency & human-oversight for assistive, non-decisional AI. | Aligned            |

### Security posture

AES-256 encryption in transit & at rest, RBAC with SSO/SAML, append-only audit logging, monitoring, and a tested incident/breach workflow.

### Privacy by design

No keystroke content, URL history, application-name monitoring, or clipboard collection. Screenshots optional, user-configurable, redaction-controlled.

**Supporting evidence.** This pack pairs with the **Compliance Overview**, **Control Mapping Document**, and **Audit Pack**. Full third-party reports and certificates are available under NDA through the governed access process.

3 · BOARD PRESENTATION MATERIALS

# One-slide summary

### BOARD SUMMARY — ZOIKOTIME

|              |                                                                                                            |
|--------------|------------------------------------------------------------------------------------------------------------|
| Problem      | Unverifiable time drives payroll leakage, disputes, and costly manual audits.                              |
| Solution     | Workforce Truth Infrastructure: policy-enforced controls with structured, signed evidence on every record. |
| Why now      | Rising audit, wage/hour, and AI-governance scrutiny; distributed work increases exposure.                  |
| Value        | Illustrative ~\$395K annual value at 500 users; audit prep from weeks to minutes.                          |
| Risk posture | Human-in-command, deterministic classification, privacy-by-design, framework-aligned.                      |
| The ask      | Approve a scoped pilot on the recommended plan, with success criteria and a governed rollout.              |

## Suggested talking points

- We are buying **defensible records**, not surveillance — the system never collects keystroke content, URLs, app names, or clipboard.
- Decisions stay with people; the platform provides evidence and applies policy deterministically.
- Compliance is continuous and exportable, reducing audit cost and finding risk.

# Vendor profile & questionnaire

|                |                                                   |
|----------------|---------------------------------------------------|
| Vendor         | ZoikoTime™ (Workforce Truth Infrastructure)       |
| Hosting        | Cloud, private cloud, or on-premises (Enterprise) |
| Data residency | Region-specific storage available (Enterprise)    |
| Encryption     | AES-256 at rest; TLS in transit                   |
| Access control | RBAC, SSO/SAML, least-privilege, audit logging    |
| Subprocessors  | Maintained, versioned register with change log    |

| ASSESSMENT QUESTION                       | RESPONSE                                                            |
|-------------------------------------------|---------------------------------------------------------------------|
| Is data encrypted in transit and at rest? | Yes — TLS in transit, AES-256 at rest.                              |
| How is access controlled?                 | RBAC with SSO/SAML and least-privilege roles.                       |
| Are audit logs tamper-evident?            | Yes — append-only, integrity-signed.                                |
| What personal data is collected?          | Minimized to time/attendance & declared context; see privacy model. |
| What is never collected?                  | Keystroke content, URL history, app-name monitoring, clipboard.     |
| Is there a breach-notification process?   | Yes — detection plus a 72-hour notification workflow.               |
| Business continuity / DR?                 | Backups with configurable RTO/RPO; continuity summary under NDA.    |
| How are data-subject requests handled?    | Rights-execution workflows with request tracking.                   |

**Scope.** Responses summarize standard posture; specific commitments, subprocessor lists, and full BCP/DR and assessment reports are provided under NDA and confirmed for your deployment.

**About this document.** Prepared by ZoikoTime to support internal evaluation and approval. Figures, examples, and configurations are illustrative and depend on your environment; they are not guarantees of savings, outcomes, or regulatory results. Framework alignment reflects ZoikoTime's control implementation; full third-party reports and customer-specific evidence are provided through a governed access process under NDA. ZoikoTime classifies time deterministically; AI assists only bounded tasks and never decides whether work occurred, and consequential decisions remain with authorized humans. ZoikoTime never collects keystroke content, URL history, application-name monitoring, or clipboard data under any tier or configuration; screenshots are optional, user-configurable, and redaction-controlled. Evidence records are traceable and append-only; no universal legal-admissibility claim is made. © 2026 ZoikoTime. All rights reserved.