

Secure Scrivener — Security Summary

How recordings and transcripts are handled, stored, protected, and deleted

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Prepared by Celant Innovations for law firms evaluating Secure Scrivener. This describes the system as it operates today, so that an attorney can satisfy their own duty of reasonable care in selecting a technology vendor, including the inquiry in ABA Formal Opinion 512 (2024). Where we do not make a claim, we say so.

What it is

Secure Scrivener transcribes legal audio: hearings, depositions, client interviews, and similar recordings. An authorized user uploads a recording through a web browser and receives a timestamped transcript as a Word document.

It uses **closed-loop processing**. The recording travels from the user's browser to AWS storage that Celant controls, then to transcription GPU hardware that Celant owns and operates, and the result comes back to the same storage. No part of a recording or transcript is sent to OpenAI, Google, Anthropic, Microsoft, or any other AI vendor or API, and no customer data is used to train or evaluate any model. The pre-trained speech-recognition model runs on our own equipment, which accepts no connections from the internet. It also has restricted network access and is configured to communicate only with the Celant systems necessary to receive transcription jobs and return the completed transcript.

How a recording moves through the system

Step	Where the data is	Protection
1. Upload	From the user's browser directly to Celant's private storage in Amazon Web Services (AWS)	TLS 1.2 or higher in transit; a single-use upload authorization issued only to a signed-in user and valid only briefly; stored encrypted at rest with keys held in Celant's account
2. Transcribed	Downloaded to a transcription GPU server owned and operated by Celant; processed; result uploaded to the same storage	Holds only the job in progress; its working directory is erased when the job finishes, with an automatic sweep as a backstop. Disk fully encrypted. Credentials allow reading the queue only; it cannot browse storage
3. Delivered	Formatted into a Word document inside Celant's AWS account and stored for 30 days after delivery, longer if requested. The user gets an email saying a transcript is ready, with a link to sign in; no file name, case information, or content in the email	Available only to signed-in users of the firm that uploaded it. Automatic deletion, logged; the user can delete sooner at any time

Controls at a glance

- **Location.** AWS US East. Data does not leave the United States.
- **Isolation.** Storage is private with all public access blocked. Files are named by internal identifiers, never by file or case name, so names do not appear in infrastructure logs.
- **Accounts.** Created by Celant only; no public sign-up. Each account belongs to one firm and every request is checked against that firm.
- **Authentication.** Enforced password complexity, email-verified reset, optional multi-factor authentication (required for firm administrators). Sessions expire after a period of inactivity and periodically require sign-in again. Download links are single-use and short-lived.
- **Celant staff access.** Celant's administrator holds the AWS account and therefore has the technical ability to access stored data, as any hosting provider does. Celant does not open customer files in the ordinary course of business; all account activity is logged by AWS CloudTrail; support access to a file happens only with the customer's permission.

- **Audit log.** Every sign-in, upload, download, deletion, and automatic purge is recorded with user, time, and IP address. The log contains no transcript content.
- **Deletion is final.** Every automatic or manual deletion writes an audit record, and **backups contain no customer content.**
- **Monitoring and incidents.** Automated monitoring alerts Celant to a stopped transcription computer, waiting jobs, or repeated failures. If Celant confirms a security incident affecting a customer's data, it will notify that customer with what is known and what is being done.

Compliance posture

- **SOC 2.** Celant Innovations completed a SOC 2 Type I examination as of June 30, 2026, and intends to proceed with a Type II examination over an observation period. Secure Scrivener and its transcription infrastructure are intended to be within that scope.
- **HIPAA.** In many law-firm engagements, records reach a claimant's attorney at the claimant's direction, and neither the firm nor Celant acts on behalf of a HIPAA-covered entity; in those circumstances Celant generally is not a business associate. The system is nonetheless designed with technical safeguards consistent with the HIPAA Security Rule, and where Celant does act as a business associate or subcontractor it will sign a Business Associate Agreement before receiving PHI. HHS does not certify vendors as "HIPAA compliant."
- **Attorney ethics.** The system is designed to help lawyers satisfy their confidentiality and vendor-diligence obligations under ABA Formal Opinions 512 and 477R, with defined controls on third-party AI access, model training, encryption, access, retention, deletion, and vendor confidentiality.
- **Subprocessors and contracts.** AWS is the only outside organization that holds customer data, and AWS personnel have no routine access to content. Celant will sign a confidentiality agreement on request.

What Secure Scrivener does not claim

- **Transcripts are AI-generated and are not certified transcripts.** Review them before relying on or filing them.
- Closed-loop does not mean disconnected from the internet. Data travels over encrypted connections to and from Celant's AWS account, as described above.

About the operator

Secure Scrivener is operated by Celant Innovations. Its principal, Jason Lee, is an attorney licensed in Michigan, New York, and Massachusetts. **Celant provides a technology service, not legal services. Use of Secure Scrivener does not create an attorney-client relationship with Celant or with Mr. Lee, and the protections arising from an attorney-client relationship do not apply to the service.** Questions: info@celant.com.