

CASE STUDY

SharePoint-Driven Contractual Obligation Management

● **INDUSTRY**
ENERGY

● **COUNTRY**
USA



The ability to track and act on contractual terms in a timely manner is vital in today's highly integrated global market to avoid business disruption and ensure compliance.

Our client, with operations on five continents, needed a way to track its time-dependent contractual obligations, decisions, and expirations, and to proactively notify those accountable. These notifications needed to allow sufficient time to fulfill the obligations, make the right decisions, and/or execute replacement agreements. Without a way to fulfill this need, our client was missing business opportunities, breaching agreements, and incurring monetary and sometimes civil penalties.

To address these challenges, this client turned to Access Sciences to design and develop a commercial obligations catalog and monitoring solution.

ISSUE

Missed business opportunities, contract breaches, and negative financial impacts

SHAREPOINT-BASED PROCESS AUTOMATION CAPTURES AND MONITORS CONTRACT EVENTS

Access Sciences worked collaboratively with resources from the client's operational, legal, and technology functions to design, deploy, and train users on a new process and an out-of-the-box SharePoint-based

solution. The key elements of the solution included:

SERVICES DELIVERED:

- Business Process Automation
- Content Analysis
- Current State Analysis
- Go-Live Support and Reinforcement
- Metadata Modeling
- Pertempo™ for SharePoint
- Training Strategy and Curriculum

- Registration of all commercial obligations.
- Tracking of upcoming contract events and delivery of electronic notifications of



impending requirements to allow for sufficient time to take action.

- Providing a comprehensive audit trail for compliance.

CONSISTENCY AND COMPLIANCE ENABLED

Before our team deployed this solution, each of the client's commercial representatives had to personally understand and be familiar with their assigned agreements, including detailed contractual obligations and numerous deadlines. This presented a business continuity risk with the contractual obligations responsibility falling on individuals, and a broader risk that the client may fail to claim rights or fail to meet obligations.

After deployment, commercial representatives were able to focus on more profitable activities, while still fulfilling the company's obligations in a timely, consistent, and compliant manner.

BENEFIT

- ✓ Because the client now manages its contractual obligations in a timely fashion, they avoid penalties and can focus on more profitable activities

SOLUTION

- ✓ SharePoint-based process automation to track, manage, and act on contractual obligations in a timely manner