



# Digital Blueprint

With organizations moving towards digital transformation journey, embracing new hybrid work culture, new employees onboarding/change in roles and stringent compliance monitoring from the regulators, the SOPs & Policies need to be updated, actionable and automated to keep the users knowledgeable, compliant and vigilant on their day-to-day operations

## With GIEOM's Digital Blueprint Platform

- Digitize your SOP by uploading your AS-IS text SOPs/Policies, Visualize the SOP in a graphical flow with contextual linkages using the inbuilt BPMN compliant drawing tool or Microsoft Visio.
- Collaborate with various teams for end-to-end SOP/Policy development with version controls, automated approvals, audit trails, and escalation matrix.
- Analyze to identify the impact of one operational business change to the other with 'Opz Analyzer' for continuous change management
- Publish the To-BE SOPs and the system ensures that all the employees are well informed on any new or changed SOPs/Policies with acknowledgment.
- Create learning paths for contextual learning with guided Simulations, processes, policies etc.
- Interactive Dashboards and reports for continuous monitoring

# Benefits for the Employees



Intuitive access control portal with personalized dashboards to view their role based related SOPs, Policies, and learnings



Fully updated on any changes in Policies and SOPs with acknowledgement



Context based help and also allow to ask any queries on Policies and SOPs in system to the relevant stakeholders



Gamified learning with training progress tracker



Quick Search Engine and favorites for immediate reference

# Benefits to the Department Heads & Policy and SOP Custodians

- E2E workflow for Policy and SOP creation with, version controls, audit trails and escalations. No more email interactions
- Auto insertion of E-signature on approval in system. No more paper signatures
- One Stop Shop for Policies and SOPs with Dashboard on the status of the Policy and SOP
- Robust Tracking to ensure, all the employees are well informed on any new or changed Policies and SOPs
- Reduces operational errors and brings transparency for Audit and Compliance
- Enables users to conduct knowledge-based assessments

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