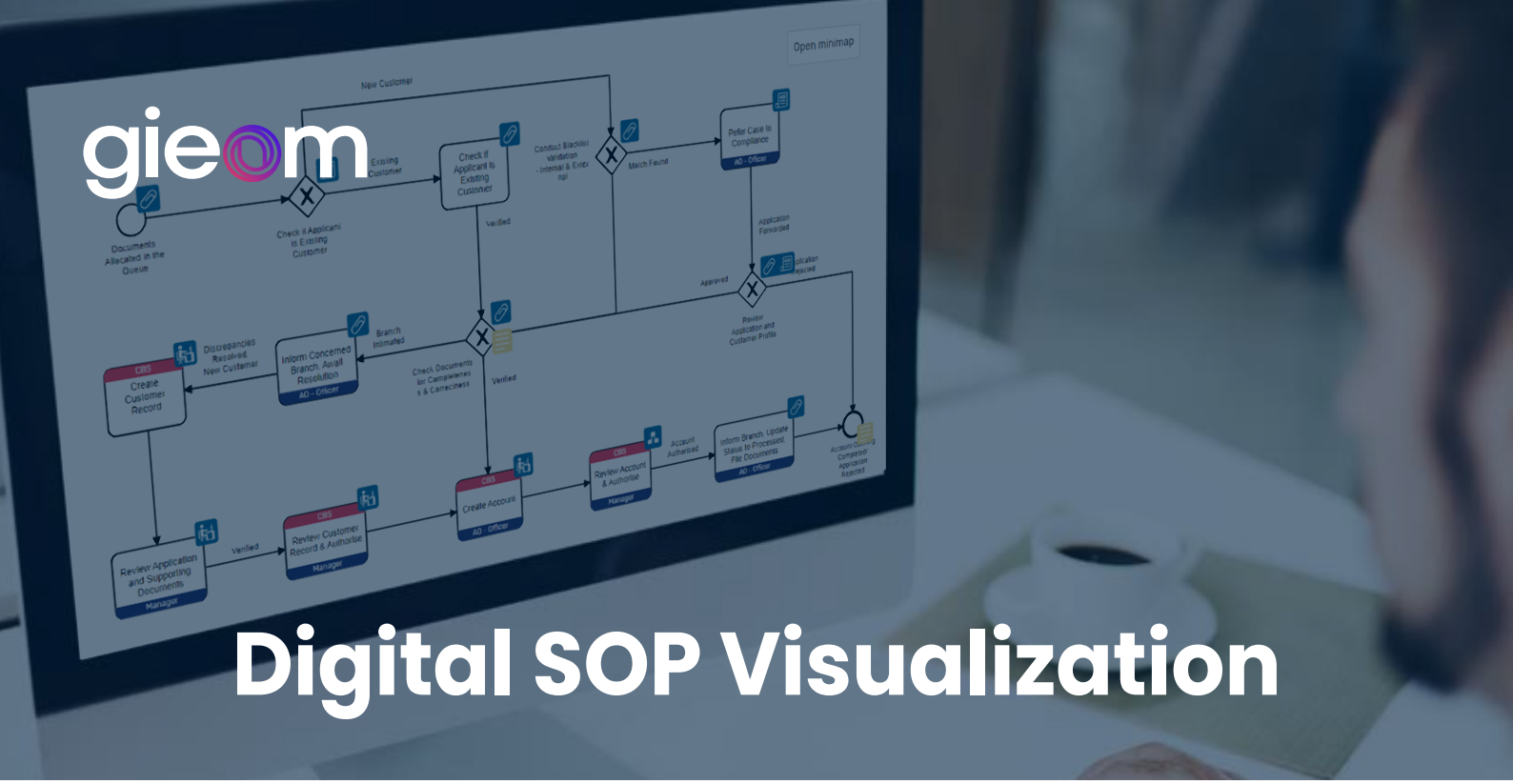


Digital SOP Visualization

With organizations moving towards digital transformation journey, embracing new hybrid work culture, new employees onboarding/change in roles, the SOPs 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 SOP Visualization

- Visualize the SOP in a graphical flow with contextual linkages like policies, risk & controls, system simulations using the inbuilt BPMN compliant drawing tool or Microsoft Visio.
- Collaborate with various teams for end-to-end visual SOP 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 visual SOPs with an access control and the system ensures that the relevant employees are well informed on any new or changed SOPs with acknowledgement.
- Create learning paths for contextual learning with guided simulations, processes, policies etc.
- Interactive Dashboards and reports for continuous monitoring.

Benefits for the Employees

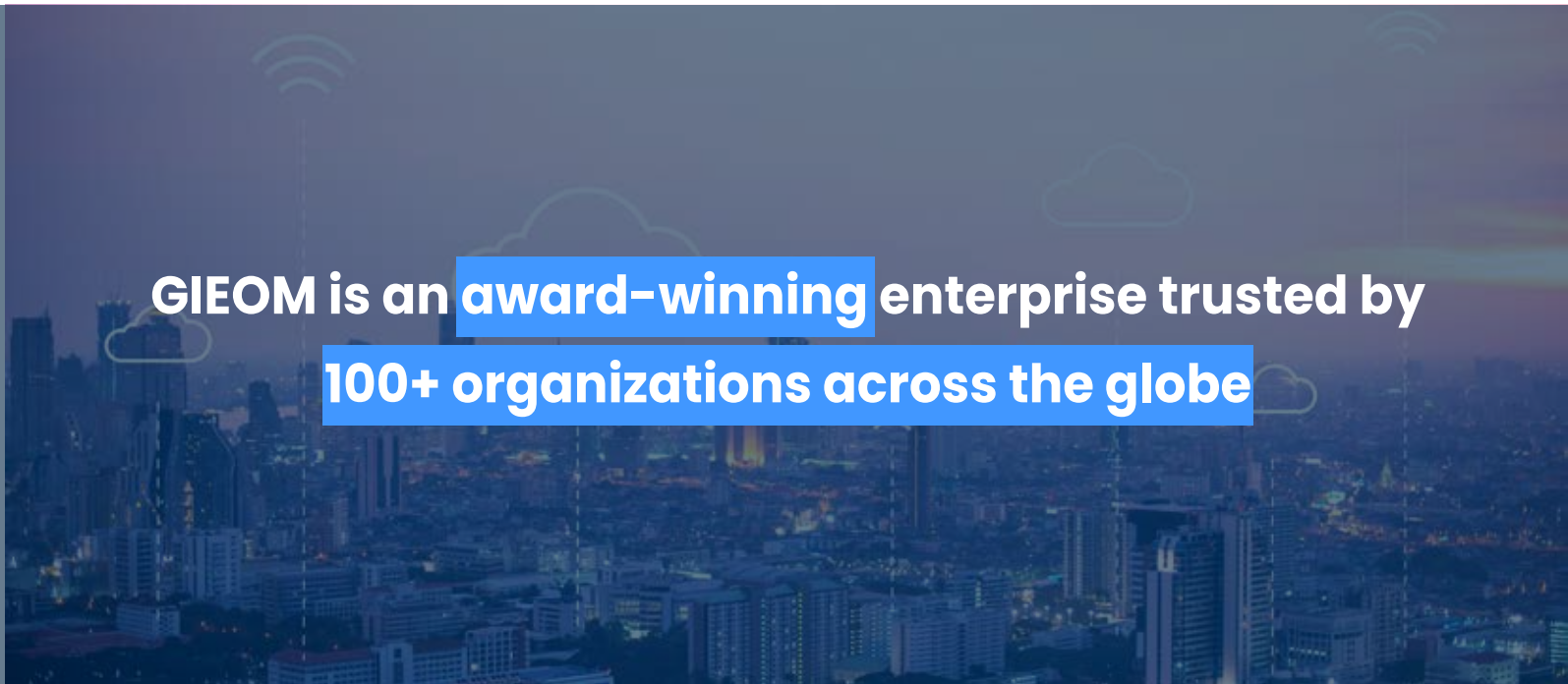
Intuitive access control portal with personalized dashboards to view the role-based related Visual SOPs, Policies, and learnings

Fully updated on any changes in SOPs with acknowledgement

Context based help and allowed to ask any queries on SOPs in system to the relevant stakeholders

Gamified learning with training progress tracker

Quick Search Engine and favourites for immediate reference

Benefits to the Department Heads & SOP Custodians

- E2E workflow for Visual 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 SOPs with Dashboard on the status of the SOPs
- Robust Tracking to ensure, the employees are well informed on any new or changed SOPs
- Reduces operational errors and brings transparency for Audit and Compliance
- Enables users to conduct knowledge-based assessments
- Analyse the impact on one change to the other and take the appropriate actions accordingly