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An Xcelerate Venture

ROBUST | DEFENSIBLE | PROVEN

Policy & Procedure Management System

From static documents to an intelligent, connected operating system for your enterprise

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Gieom's Policy and Procedure Management solution transforms static policies and procedures into an intelligent, connected operating system for the enterprise, enabling organisations to author, govern, orchestrate and continuously improve policy through workflows, forms and AI assistance. It bridges the gap between policy creation, operational execution, compliance and continuous improvement. Our modular platform avoids a forced product footprint. Each module operates independently or can be bundled to meet specific business requirements.

BUSINESS BENEFITS

Digital Operations, Not Documents
Policies become executable assets connected to people, workflows and approvals.

Faster Policy Creation & Updates
Integrated authoring and automation reduces the effort to draft, review and publish.

Standardised Governance
Standardised approval workflows, version control, and review cycles across the organisation.

Improved Regulatory Compliance
Easy remapping of policies and controls to industry standards such as Quality, ISO, EHS, and other regulatory frameworks.

Better Employee Adoption
Guided workflows, forms and embedded training replace lengthy documents.

Eliminate Manual Work
One integrated platform replaces fragmented documents, plugins and templates.

AI-Assistance
Structured policy knowledge with ready to power AI assistance and enterprise search.

Centralised System
A single source of truth with complete audit trails and documented approval history.

KEY FEATURES

Intelligent Authoring
- Browser-based policy authoring
- Rich document editing
- Version control & templates

Workflow Orchestration
- Multi-stage approvals
- Automated task routing
- Conditional workflows
- Visual workflow orchestration

Digital Forms
- Dynamic, validated forms
- Workflow-triggered forms
- Enterprise wide role based employee submissions

Policy Lifecycle Management
- Draft → Review → Approval
- Publish & schedule periodic review
- Archival & version history

Governance & Audit
- Complete audit history
- Role-based access control
- Compliance evidence

Enterprise Collaboration
- Multi-user collaborative editing
- Department ownership
- Comments & notifications

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Configurable Dashboard for Every Role

- Monitor policy creation, reviews, approvals, and publishing at a glance.
- Role-based widgets show workloads, compliance activity, and upcoming review milestones

AI-Powered Policy Co-Creation

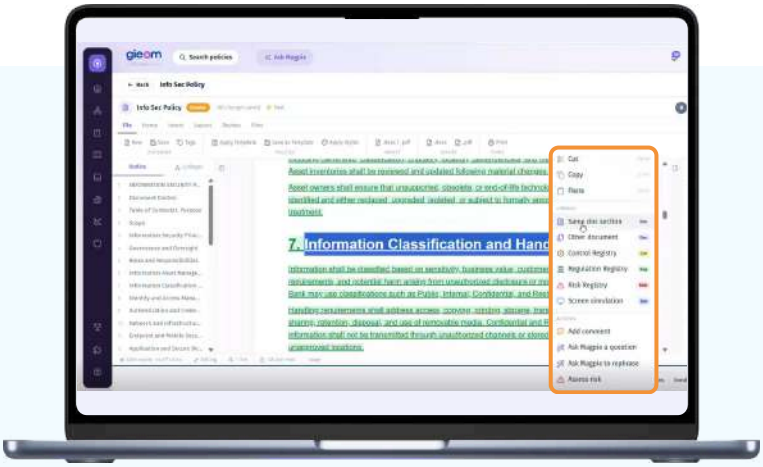
- Multiple stakeholders co-create policies with automated track changes and contextual reviews.
- Link policy sections to related documents, regulations, controls, and risks all from one interface

Knowledge Platform

- Searchable policy knowledge
- AI-ready knowledge
- Enterprise search enablement

AI-Powered Policy Co-Creation

Enable multiple stakeholders to co-create policies with automated track changes, comments, and contextual reviews. Establish relationships between policy sections, other documents, regulations, controls, and risks from a single interface.



Configurable Dashboard for Every Role

Monitor policy creation, reviews, approvals, acknowledgements, and publishing through an intuitive dashboard. Role-based widgets provide instant visibility into workloads, compliance activities, and upcoming review milestones.

Ready to move from documents to digital operations?

BOOK A DEMO

www.gieom.com | marketing@gieom.com