



ContentSilo Enterprise Contracts for IBM FileNet P8

Partner Solution

■ **Target Industry**

Cross Industry

■ **Business Application**

Contract Management

■ **Products**

IBM FileNet Business Activity

Monitor

IBM FileNet Business Process

Manager

IBM FileNet Content Manager

IBM InfoSphere Enterprise Records

Business Challenge

Proper contract management is essential to maximize the value of contracts and ensure compliance with contract obligations. However, it is estimated that only 68 percent of customer contracts are tracked; leaving nearly a third to be forgotten, not serviced, or improperly managed.

Organizations struggle to manage and enforce complex contract terms and conditions. Employees have limited contract visibility and experience delays and errors associated with the manual retrieval of paper documents from physical archival systems. Work which requires collaboration among various business units is further thwarted by paper-based processes. Process inefficiency and a lack of operational controls leads to bottom line erosion – and worse yet – legal risk.

To provide reliable and excellent customer service, everyone needs to be viewing and using the identical information. Organizations also need to have audited information at hand to meet corporate governance and regulatory requirements as well as to justify contract modifications or billing adjustments.

Additionally, many organizations have inflated costs associated with the maintenance of multiple contract management systems.

Solution

Enterprise Contracts for IBM FileNet P8 provides a comprehensive framework for enterprises of all sizes to effectively manage their contracts and associated processes. The solution enhances the effectiveness of all personnel by providing access to consistent contract/contract types, sales data, invoices and payment history. All contract information is maintained in one central repository and viewable by appropriate personnel.

Enterprise Contracts for IBM FileNet P8 consists of three integrated modules: Contracts Assembler, Contracts Monitor and Contracts Executor.

Contracts Assembler assists users in creating reusable content for use in predefined contract templates. “Values” are automatically plugged into documents, which are then routed for review and approval. Information can easily be imported from third-party software applications (e.g., enterprise risk management (ERM), customer relationship management (CRM), etc.) or exported using a built-in engine that is based on the open document standard for office applications.

Contracts Monitor is triggered following contract creation and allows the contract administrator to link the contract document with the contract



record that already exists in the system. The signed document and its image are synchronized with the source contract. The system checks for upcoming contract expiration dates and generates notification reports and emails. Organizations are then alerted to upcoming contract renewals and expirations.



Interfacing with ERP systems, Contracts Executor provides the capabilities to manage financial terms and conditions, and supports simple financial transactions.

Value Proposition

Enterprise Contracts for IBM FileNet P8 offers robust content management, process management and records management capabilities. The solution eliminates the possibility of different versions of contracts being used by employees, thereby guaranteeing the customer and employees have appropriate and correct information upon which to make decisions. The solution automates and optimizes the contract process, ensuring requisite review and approval while reducing costs and inefficiencies. Additionally, Enterprise Contracts for IBM FileNet P8 ensures consistent policy enforcement while reducing burdensome user participation and compliance risks.

Enterprise Contracts for IBM FileNet P8 enables organizations to:

- Identify and eliminate contracts processing bottlenecks;
- Supply robust audit trails and work histories for compliance and corporate governance requirements;
- Enhance the effectiveness of the sales force while improving customer service;
- Identify revenue enhancement opportunities;
- Improve accuracy and overall risk management;
- Improve visibility and enforcement of contract terms and conditions;
- Leverage investment throughout the organization;
- Improve cash flow by reducing the time to bill;
- Support effective collaboration among various business units; and,
- Lower total cost of ownership by consolidating redundant contract systems.

Company Description

Founded in 2002 and headquartered in Naperville, Ill., with offices in Houston, Texas, and Dehradun, India, ContentSilo is a cost-effective, high-quality worldwide service/solution provider exclusively focused on content management and related technologies. The company is an IBM Software ValueNet Business Partner.

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