

# INTEGRATED SOP MANAGEMENT

FOR  
MICROSOFT DYNAMICS 365



INDUSTRY-FIRST  
FULLY INTEGRATED  
SOLUTION

MICROSOFT GOLD CERTIFIED PARTNER & DIRECT CLOUD SOLUTIONS PROVIDER (CSP)

Gold  
Microsoft Partner



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**SOP Management** is an industry-first integrated solution for **Microsoft Dynamics 365 for Finance & Supply chain (F&O)** that offers comprehensive functionality for authoring, maintenance and distribution of Standard Operating Procedures



cGMP, 21 CFR Part 11,  
IATF16949 Compliance

Pharmaceuticals

Chemicals

Automotive

Food & Beverage



Tangible Cost savings with an  
embedded solution.

Retail

Electronics

Hi-tech

Discrete Manufacturing



Eliminate 3rd party systems &  
expensive customizations

Aerospace

Banking

Financial

More



**No More Paper  
SOPs**



**Reduce Operational  
Defects**



**Optimize Operational  
Lead Times**



**Drive Productivity  
& Accountability**

## FEATURES AT A GLANCE

- CENTRALIZED CREATION & MANAGEMENT OF STANDARD OPERATING PROCEDURES BY DEPARTMENT, LEGAL ENTITY (IN CASE OF MULTI-COMPANY ORGANIZATIONS)
- SEAMLESS INTEGRATION WITH OTHER MICROSOFT DYNAMICS MODULES AND INDUSTRY SOLUTIONS LIKE CAPA, COMPLAINTS & DEVIATIONS
- TRACK COMPLIANCE OF SOPS WITH KEY OPERATIONS
- CONTROL VISIBILITY WITH TAILORED PERMISSIONS ON SOPS - PUBLIC, PRIVATE, BY DEPARTMENT OR USER SPECIFIC PERMISSIONS
- VERSION CONTROL FOR SOPS
- SOP AUTHORIZING AND REVISIONS CONTROLLED BY STREAMLINED WORKFLOWS
- CONFIGURE SINGLE OR MULTI-STAGE SOP APPROVALS
- ROLE-BASED ACCESS CONTROL FOR AUTHORIZED PERSONNEL
- LINK SOPS TO SPECIFIC MASTER DATA, EX. SOP SPECIFIC TO THE HANDLING OF A VENDOR, CUSTOMER OR PRODUCT
- LINK SOPS TO A SPECIFIC PROCESS, EX. SOP ON HOW TO HANDLE INTERNATIONAL ORDERS, SOP ON HOW TO PACKAGE HAZARDOUS MATERIALS, ETC.
- PRINT & SHARE SOP REPORTS
- SOP AUDIT LOG, ACTIVITY HISTORY
- ADVANCED REPORTING WITH POWER BI DASHBOARDS & WORKSPACES WITH KEY METRICS
- TAILOR THE SOP SOLUTION TO YOUR SPECIFIC BUSINESS NEEDS AND REQUIREMENTS
- LINK SOPS TO INTERNAL POLICIES, LAWS & REGULATIONS
- SEARCH SOPS BY KEYWORD, STATUS, & MORE..