



OVERVIEW

Aramco Services Company is the U.S. based subsidiary of the world's leading oil producing and exporting company, Saudi Arabian Oil Company (Saudi Aramco). Aramco Services is a vital link between Saudi Aramco and North America, facilitating both energy and information — oil and gas to customers around the globe, information technology, financial services and marine-vessel services to Saudi Aramco and affiliates, as well as providing benefits administration to retirees world wide, publishing company magazines and managing Saudi Aramco exhibits at major energy industry trade shows.

With the diversity of services being delivered to a diverse set of customers and users in a global environment, the company needed to streamline and drive greater operating efficiency across all areas. The key to achieving operational efficiency was automating their buy-side bid tender/RFP process and thus capture the necessary metadata that governs future rights and obligations. This would also ensure accuracy of the information in downstream systems.

CORPORATE CHALLENGES

Aramco Services needed to expand and enhance their process for creating and monitoring contracts — from various contract types to varying degrees of complexity. Their current system allowed only for communication by email and attachments. They needed a way collaborate better and proactively manage all activities in the contracting process.

CLM MATRIX STRATEGY

CLM Matrix addressed the company's business requirements by facilitating a series of Contract Excellence workshops with key stakeholders. The goal and outcome of the workshops were to drive consensus around the desired contract management process.

CHALLENGE

To streamline the company's contracting process and provide visibility for appropriate parties to reduce risk and improve customer service and profit performance.

SOLUTION

Implement Matrix-Enterprise™ to configure the key business rules and automate workflow approvals, to create significant efficiencies and opportunities.

continued



ABOUT CLM MATRIX

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CLM MATRIX VALUE

Efficiency through contract standardization was realized immediately. Aramco Services' contract initiators now have a portal from which to make requests for new agreements and the legal team has an electronic queue assigned to them for the documents they need to execute. The capabilities of the Matrix Software workflow allows the company to capture the required approvals as an auditable electronic record during the negotiation process. This helps to reduce governance and compliance risk downstream.

The Matrix Software solution provided additional value through its wizard interface, allowing custom configuration by non-technical users (no programming necessary) based on how Aramco Services works (process, steps, rules, policy, workflow, notifications, etc.). This means that the contract lifecycle system will grow and evolve over time, just as Aramco Services will. And, because Matrix Software is built on top of Microsoft Office Technology, Aramco Services' employees are able to work with tools they are already familiar with — providing enhanced adaptation and reduced training costs.

CLM Matrix is the market leader in Contract Lifecycle Management (CLM) software solutions on Microsoft Office and SharePoint technology platforms. Our solution extends the functionality of traditional contract management software by adding features such as:

- Rule-based document creation
- Clause libraries
- Policy-based approval workflow
- Automated reminders and alerts
- Real time user defined reporting
- Integration with legacy enterprise software
- Contract compliance tracking
- Multi-language capabilities
- Support for global environments
- Fully configurable to specific process and document types without code (wizard driven)



To learn more about CLM Matrix and our award winning software solutions, please visit clmmatrix.com or contact us directly at 1.800.961.6534.