

Automating the compliance process through Azure Power Platform

For a leading Dutch toymaker

Client description

The client is a privately held, family-owned company headquartered in Billund, Denmark, with main offices in Enfield, USA, London, UK, Shanghai, China, and Singapore. The client is the world's most profitable toymaker, outpacing its nearest competitors by some distance. HCL shares an existing 9-year long partnership with the client, having developed and supported them with many transformation programs.



Business challenges

A non-disclosure agreement (NDA) is a legal contract between the client and external parties. There are various types of NDA (Unilateral, Mutual, Tri-Party NDA, Personal, Representative NDA). Each NDA has a set of clauses mentioned in the agreement, which both parties agree to and sign. The key challenges for the client while dealing with NDAs were -





Adherence to common

The responsibility of ensuring adherence to data privacy compliance was vested with the respective departments. No centralized governance was possible because of manual processes.

processes

Various teams faced challenges in identifying and selecting the required legal entity, applicable NDA type, purpose, and the authorized signatories.

Delayed tracking and communication

All the communication related to the signing of NDAs was either face-to-face or by phone/email. Tracking and managing the progress was constant challenge as they were both time-consuming and error-prone.

Version Maintainence

Offline updates through Word/Excel led to multiple copies and subsequent confusion in identifying the right NDA version, leading to issues with legal compliance. The process of including a specific clause on an NDA document with proper legal phrases was also proving to be recursive, difficult, and time-consuming.

Our solution

We leveraged SharePoint Online as the data repository to create an NDA (Non-Disclosure Agreement) Generator, which streamlined the complete NDA process for the client. It was used in coordination with the following tools –



Power Apps – For its user-friendly interface



Power Automate – Flows for integration with DocuSign and triggering Azure Functions



Azure Functions -Used in the backend for generating dynamic NDA document

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Power BI -For generating application usage reports



DocuSign Connector – To enable e-signature

The execution approach followed for this project was as below -



Methodology -

- Agile methodology
- Sprint duration: 2 weeks
- Average story points per sprint: 4
- Peak team size: 10



Risk management -

- Proactive risk identification
- Transparent communication with the product owner and other business stakeholders
- Leveraged Microsoft team support to mitigate technical risks



Deployment -

- Azure DevOps Pipelines
- Test cases maintained in Azure DevOps
- Defect tracking through Azure DevOps Backlog

Technologies Used: SharePoint Online, Power Apps, Power Automate, Azure Functions, Power BI, DocuSign Connector

Business impact

Faster NDA creation and signing

- Saved an average of 40 person-hours of NDA document creators

- Improved SLA timeframe on end-to-end NDA closure

Environment-friendly -

- Saved a minimum of 200 pages of physical papers per NDA

- Reduced printing expenses
- Reduced manual corrections zero pen usage

High user satisfaction

- Increased NDA usage from 50% to 90%

- Zero major issues as per user feedback

- Faster identification of the right version

Easier NDA template maintenance

- Multiple versions and inclusion of different clauses at ease

- Maintenance of old NDA templates for legal compliance

Bilingual Feature

- Support for the Chinese language

- Faster rollout of the same application for Danish users



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