

" Don't Let Non - Compliance Risk endanger your Business..."

Compliance Mantra

A WAY TO MANAGE COMPLIANCES

Avoid

Penalties & Harassments altogether

Enforce

Regulatory Compliances

Be

Ready for new Regime



www.ComplianceMantra.com

Compliance Task

- Industry specific
- Location (Country, State, City) specific
- Segregated into regulation categories, Acts, agencies and authorities
- Compliance related issues reported at a macro as well as micro level
- Standardized form based data capture interface

Management

- Calender view of tasks - pending, overdue, done or delayed done
- Automated email reminders for upcoming tasks with inbuilt escalation
- Monitoring of user action on compliance library, compliance tasks
- Deliver up-to-date information throughout the organization on need to know basis
- Alerts for exception and escalation

Reporting

- Drill-down capability
- Real time visibility of compliance status
- Restricted access as per the job roles of the User/Employee
- Data export to CSV, MS Excel and other standard formats
- Predefined and customizable reports

Document Database

- Centralized storage of documents (including proofs of compliance)
- Display document status and other relevant details
- Fully secure and hack-proof data storage

Access

- Role-based access to system modules
- Screens are designed for faster access over the cloud
- Web based - 24 x 7 - anytime, anywhere availability

Delivery Model

- Ready to use on Cloud
- Flexible licensing in terms of users, companies, location and space



Key Reports

- **Compliance Control Report**
Ensure all Compliances are defined & none are missed.
- **Company Wise Report**
Location Wise Pending, Due and Overdue Compliances.
- **Act Wise Report**
Statutory Act wise Compliance Task reports.
- **Department Wise Report**
Task Status - Pending, Due and Overdue Department wise.
- **User Wise Report**
Employee wise Pending, Due and Overdue Compliances.
- **Monthly Compliance Report**
Monthly status of your compliances.
- **Application Usage Report**

Challenges

High number of compliances spread across multi-locations and multi-people.	What if there is a tool that helps in highlighting the compliances that requires attention instead of listing tens of thousands of compliances that an organization is responsible
Skipping of a compliance OR Delay in adhering to the compliance on a particular due date.	What if the tool send alerts for the compliances that might be delayed or skipped, via Email and SMS, which is being periodically?
Each individual/ department have their own list of compliances & own methodology of doing the work.	What if there is a tool that maintain all the compliance task centrally and serves as a standard process/ format across the organization?
Missing of Compliance because of focus is on Business Operation.	What if the tool, acting as an assistant for compliance adherence, helps you to focus on business related activities,
Missed compliances and loss of work done by the individual, due to attrition.	What if there is a tool which tracks each and every compliance activities and could conveniently switch responsibilities to someone else to take them forward?
Non availability of past records or the guidelines/samples resulting in inconsistent submission.	What if there is tool that ensures that each of the compliance is done on time by avoiding any unintentional delay irrespective of the branch, department, or employee?

ComplianceMantra resolves it in Six Simple Steps

- Define** : Compliance requirements for multiple companies/ locations can quickly be defined using a step-by-step wizard. Masters can be configured either manually or by uploading bulk data using spreadsheets - MS Excel, CSV.
- Schedule** : Compliance requirements can be scheduled for multiple fiscal years that too with automatically handling of holidays and weekly-offs. The same can be re-scheduled/ modified with equal ease.
- Allocate** : Each of the Compliance task can be allocated to its respective department and user, so that there is no ambiguity in responsibility.
- Completion** : You can mark completion of an activity just by clicking a checkbox.
- Organize** : ComplianceMantra helps in organizing both the task and to-do for the responsible user and data relating to a task in different file formats, like MS Word, MS Excel, PDF, challan copies, documents, spreadsheets, scanned files, and any other electronic file format.
- Track** : Tracking of compliance requirements is its one of the biggest USPs. It also has a strong MIS system for the senior management to control the task in its entirety throughout the organization irrespective of the physical location and department

Benefits to Organization

- The software can save on heavy penalties and harassments: Constant alerts and monitoring make sure that the task is done on time and to its definition.
- The software helps in reducing non productive time of responsible teams by cutting down/ eliminating time spent on information gathering, compiling, processing, and reporting compliance status - resulting in avoiding of penalties and harassment.
- Constant review and tracking possible with the help of detailed reports generated by the software.
- Reduced pain of attrition as work done details are maintained and accessible by a single click.
- Efficient resource management and planning based on prior knowledge of scheduled activities for coming months, quarters or years.
- Better Internal (within organization - inter department, location and people) as well as External (with Consultant, CA, CS, Lawyers etc) coordination and communication.
- Effective management of teams at different locations based on availability of uniform format and centralized control.
- Peace of mind for senior management.
- Centralized database.

Implementation

ComplianceMantra can be adapted to suit any kind of organization irrespective of size and industry. It is ready to use with no installation hardware or 3rd party software. It is very user friendly with little or no training required. However, a dedicated service team is readily available and keen to assist in seamless transition and any implementation support required.

Visit us at www.ComplianceMantra.com
Send email to sale@ComplianceMantra.com



FSL SOFTWARE TECHNOLOGIES LTD.
GLOBAL | TECHNOLOGY | PRODUCTS | SOLUTIONS

Corporate Office:

B-22, Sector-4 **Noida, UP** - 201 301

Tel: +91-120-253 4066/67/68

Fax: +91-120-253 4111

Branch Office:

Ahmedabad: +91-9725344104

Bangalore : +91-8884336320

Chandigarh : +91-7508008420

Hyderabad: +91-9542055599

Kolkata : +91-8420376613

Pune +91-9819176623

Registered Office:

New Delhi:

M-6, M-Block Market, Greater Kailash Part-II

New Delhi 110 048

Tel: +91-9871796611

Regional Offices:

Mumbai

No. 604, 6th Floor, Corporate Avenue,

Sonawala Road, Goregaon(E),

Mumbai 400 063 (Maharashtra)

Tel: +91-22-26850507

Gurgaon:

245, Vipul Trade Centre, Sector 48,

Sohna Road, Gurgaon 122 001, Haryana

Tel: 0124-6990003