



AUTOCENE
A NEW ERA IN AUTOMATION

**Autocene: Government of
Canada – Independent
Performance Review**



AUTOCENE

Independent Performance Review of
Autocene Enterprise Automation Platform

July 2019

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How valuable is implementing automated solutions for organizations? To answer this, several **Autocene Automation Applications** (“**Workcenes**”) were selected by a Canadian Federal Government customer to determine **cost and time savings** for the agency, over previous methods of work completion. The resulting findings highlighted in the following pages show the time and monetary costs of not automating processes. Below you will find descriptions of the automations tested and the results as provided by the testing organization.

TESTED APPLICATIONS

AUTOCENE APPLICATION/AUTOMATED PROCESS	COST/TIME BENEFITS FROM IMPLEMENTING THE CONTRACTOR TECHNOLOGY
<p>1 Training Request and Fulfillment</p>	<p>This Autocene Workcene was designed to streamline the training process of all staff within the Government of Canada agency. It initialized training paths based on employee onboarding data while tracking the progress of each trainee.</p> <p>Benefits:</p> <ul style="list-style-type: none"> • The process was designed for continuous communication between the Program Manager, Trainer and Trainee. This was achieved by integrating the client’s existing email infrastructure so that all stakeholders were able to quickly and easily communicate throughout the entire process. • An alert system was configured within the automation to help expedite the process, ensuring all employees would take action as soon as possible. • The ability to access the full automation from any internet-connected device allowed for all action takers to complete their training no matter where they were located. • All data/metadata was stored within Autocene’s Database, allowing for in-depth custom retrieval and reporting. This provided descriptive data on progress and completion reports to managers within the organization, allowing for vital insights to each new employee’s training.
<p>2 Project Evaluation and Planning</p>	<p>This Workcene automates an Internal Project Evaluation and Planning Scorecard/Cost Recovery Evaluation Scorecard activities. Approximately 10 levels of approvals are required for some processes within this application. Examples approvers were: Project Leaders, Program Managers, Directors, ASGs, ETs, IPMOs, CCs, BAs and DGs.</p> <p>The Evaluation/Analysis included:</p> <ul style="list-style-type: none"> • Occupational Health and Safety Checklist for Projects; • Task Hazard Analysis (THA); • Avoidance of Competition with the Canadian Private Sector – Screening Process; • <i>Canadian Environmental Assessment Act Screening Form (CEAASF)</i>; • Project Planning: Assessment of Mining Capability.

Benefits:

- The elimination of all paper documents in trade for easy and fast access to these documents through structured menus.
- No manual interventions, the process was streamlined so that the correct approver was notified in a timely manner.
- No hassle, quick access for users, for any steps in the automation through browser access – no extra desktop software required to download/open.

3 Project Amendment Process

This **Workcene** automates Project Amendment activities. An amendment can be initiated internally or externally by outside contractors. The amendment can be related to the project schedule, changes in costs or technical changes. Persons involved in this process: Project Leader, Client, Program Manager, Director and Contract Coordinator.

Benefits:

- A project can be amended multiple times and all amendment data (including unstructured data) is saved within the **Autocene** Database automatically. This allows authorized users to rapidly access this data for ad hoc or “canned” reports.
- Easy identification of both the status and location of documents within approval processes.

4 Project Completion Process

This **Workcene** automates activities related to the completion and closure of a project by making sure that:

- All-time spent on the project by each person, is properly recorded.
- All operating expenses are recorded.
- Finance Department has issued related invoices in case of a cost recovery project.
- All invoices are submitted and complete.

Other Requirements:

- Track total project cost, completed tasks, discrepancies (if any), the total number of amendments initiated by customer and outside contractors on this project;
- Experiences, Challenges, Contributions and Postmortems,

The following people were involved in the completion/closure of a project: Project Leader, Program Manager, Finances, Director, Contract Coordinator, and Quality System Manager.

Benefits:

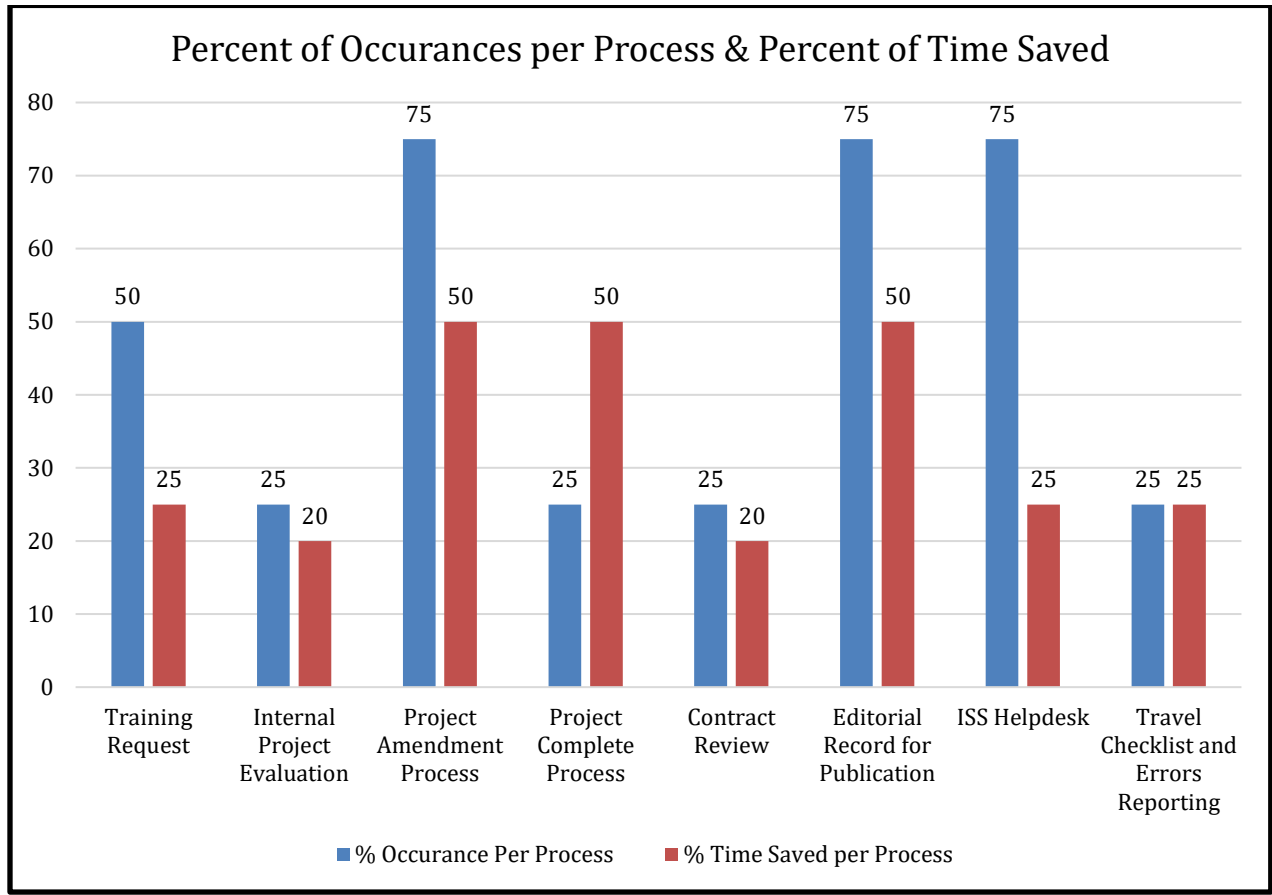
- Easy reporting on request.
- Data saved can be reviewed anytime for any management purpose.
- Multilingual (English and French).
- No paper – removing dependence on paper processes by transforming the focus of previous paper documents into **Autocene's** configurable User Interface.

5 Contract Review and Change Request Process

This **Workcene** automates the approval process activities related to the review of a contract and handles requests for

	<p>changes to a contract. It involves the Project Management Department, Legal Department, Program Manager (PM), Contract Coordinator, the Project Leader and the Customer.</p> <p>Benefits:</p> <ul style="list-style-type: none"> • Straightforward capability to consult all past reviews related to contracts on multiple interfaces. • Repeated benefits mentioned above in other automations.
<p>6 Editorial Record for Publication Process</p>	<p>This Workcene automates all activities related to the approvals of the Publication of a project. It collects and saves information related to the type of publication, internal/external authors and co-authors, internal and external reviewers, and all internal managers involved in this approval processes.</p> <p>Benefits:</p> <ul style="list-style-type: none"> • Email Integration for alerts and to take action. • Searchable structured data.
<p>7 ISS Helpdesk Process</p>	<p>This Workcene is used by end-users to open tickets (log issues or request for services) with the ISS Helpdesk. The ISS Helpdesk will keep communications with the user through the same interface until the ticket is closed.</p> <p>Benefits:</p> <ul style="list-style-type: none"> • Save user's time – user keeps working within the Autocene interface without switching to a multitude of software solutions.
<p>8 Travel Reimbursement Checklist and Errors Reporting Process</p>	<p>This Workcene automates the control and verification activities within the travel reimbursements process. It also reports on all errors identified, by making sure that:</p> <ul style="list-style-type: none"> • All required receipts are available; All advances have been accounted for. • The payee is entitled to reimbursement. Amounts on the SAP document (TL) matches the total amount due to traveler on the EMS claim. • Meals and incidentals do not exceed those allowable by the NJC Travel Directive. Accommodation, Mileage Rates and Vehicle Rental Cost claims are in accordance with NJC Travel Directive. • Exchange rates are in accordance with NJC Travel Directive and/or internal desk procedures. • Expenditure Initiation on the Travel Request is approved by the correct delegated authority. • All travel, except local, must be approved by the Sector ADM/DM direct report or designated Executives. • Req. documentation is available for all Events over \$5K. <p>Benefits:</p> <ul style="list-style-type: none"> • Repeated benefits mentioned above in other automations.

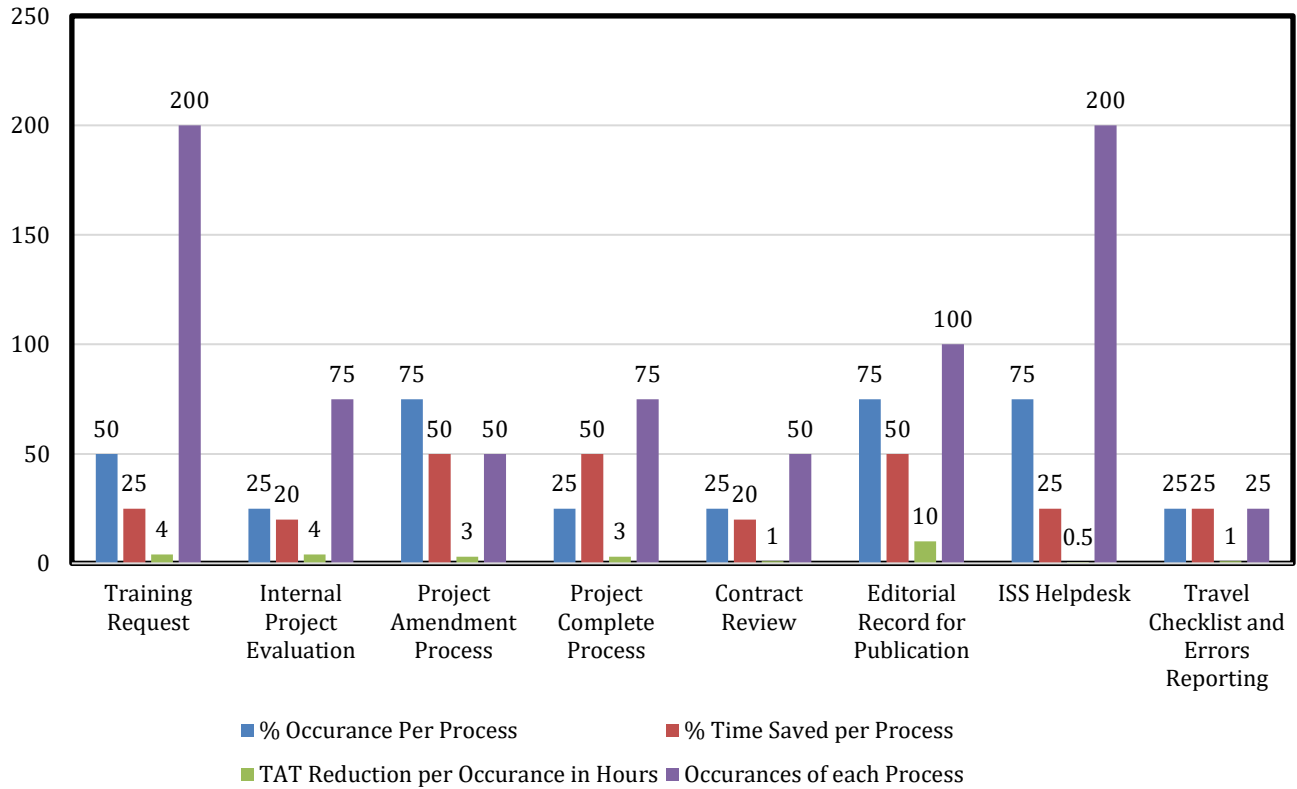
Graphical Representations of Savings Realized Through Testing



The time savings on the listed automations is significant, with 3 of the 8 automations cutting time in half, for each occurrence. The cost savings associated with this graph are estimated below, exemplifying how much time and money can be saved by introducing automation automations within business processes.

	OCCURRENCES OF EACH PROCESS	POTENTIAL \$ SAVING PER PROCESS
Training Request	200	\$ 28,000.00
Internal Project Evaluation	75	\$ 4,500.00
Project Amendment Process	50	\$ 5,500.00
Project Complete Process	75	\$ 8,000.00
Contract Review	50	\$ 1,500.00
Editorial Record for Publication	100	\$ 17,500.00
ISS Helpdesk	200	\$ 10,000.00
Travel Checklist and Errors Reporting	25	\$ 1,000.00
TOTAL SAVINGS		\$ 76,000.00

Performance Metrics



Discover Autocene

Autocene Enterprise Automation Platform give customers the flexibility of a **Code-Free** Application Development Platform, combined with the power of an Intelligent Process Automation solution. It gives enterprises the ability to rapidly deploy fully configurable **Autocene “Workcenes”** that are capable of automating even the most complicated business processes.

Autocene Workcenes improve productivity by automating both high value, mission critical processes and eliminating time consuming repetitive tasks. **Autocene** makes both Attended, Semi-Attended & Unattended automations easy, freeing end users and adding value to your organization’s critical processes & bottom line. All with no developers needed!

Autocene Passport bidirectionally integrates data with any of your existing Enterprise applications & databases (On-Premise or Cloud Hosted). Data can seamlessly travel to and from multiple disparate systems and/or **Autocene Workcenes**, monitoring databases and automating integrations, centralizing data for end users & eliminating time-consuming manual data entry.