

The procurement function in companies of all sizes is moving from paper-driven environments to fully digital workflows that reduce cost and simplify processes. Procurement leaders are looking to simplify processes, execute contracts faster, reduce risk, and increase compliance. Digital Transaction Management (DTM) from DocuSign helps you better manage supplier transactions and processes and improves the experience of both vendors and internal constituents.

## Improve Speed of Execution

Procurement success metrics are changing as the speed of business accelerates. Organizational agility can hinge on the ability to onboard new suppliers quickly, and internal customers are looking for faster execution of purchase requests. But executing contracts, onboarding vendors, and managing relationships using paper-driven processes is cumbersome and slow. Switching to DocuSign can greatly accelerate the process. Processes that once required days and weeks can be executed in hours and minutes. And automated reminders help speed the process along.

## Go Mobile

DocuSign's Digital Transaction Management platform provides native support for iOS, Android, and Windows Mobile, so requestors and approvers can conveniently review and sign purchase documents anywhere, any time. This helps speed the process along since you no longer have to wait for an approver to return to the office to sign key documents. And your approvers will appreciate the ability to sign off on documents when and where they have time.

## Improve the Experience for Requestors, Approvers, and Vendors

Procurement processes rely on requests and approvals from individuals scattered throughout the organization. Providing the necessary approvals in a timely manner is cumbersome and time consuming for all involved. With Digital Transaction Management from DocuSign, users have an intuitive, easy-to-use interface. They receive alerts and notifications in their inbox so they can quickly and easily move requests along. Advanced workflow capabilities enable requestors to customize signer order. By making the process faster and more efficient, everyone involved is more satisfied.

## Improve Visibility

With paper-based methods it can be hard to track where things are in the process, especially when documents such as NDAs, master service agreements, and vendor contracts are out for physical signature. With DocuSign, you can see exactly where each document is and who has yet to sign. Dashboards let you track current status, while reports enable you to track and analyze your progress over time.

## Reduce Costs

Paper transactions cost more than digital transactions. From the staff time required to create, distribute and track procurement documents to the out-of-pocket costs of printing, mailing, and overnighting fees, the cost of executing paper processes can be significant. One Fortune 50 Tech company that switched its global procurement processes to DocuSign realized a savings of \$70 per document.

## Integrate Easily with Your Existing Systems

DocuSign's Digital Transaction Management system is a cloud-based service that integrates with a wide variety of procurement systems and purchasing software, including Apttus, Ariba, Novatus, Coupa and more. And as a cloud service, you can get up and running quickly, whether you want to access DocuSign standalone or through another cloud solution or internal system.

## Improve Compliance

DocuSign can help you improve compliance with corporate purchasing policies. Complete audit logs capture date, time, and authentication method used for the signature, making it easy for you to verify signatures and agreements as necessary. Documents are archived and retained on DocuSign's servers so you'll have access to any document, any time you need it, with robust search capabilities.

## Procurement Use Cases

With DocuSign you can automate a wide variety of processes, including:

- RFP management
- Sole-source justifications
- Contracts and agreements
- Master service agreements
- Supplier compliance
- Purchase requisitions
- Purchase orders
- NDAs
- Statements of work
- Travel and expense policy
- Appropriate classification of contingent workers
- Background checks
- Onboarding contingent employees

## Sample Customers



### About DocuSign

DocuSign® is the Global Standard for Digital Transaction Management™. DocuSign accelerates transactions to increase speed to results, reduce costs, and delight customers with the easiest, fastest, most secure global network for sending, signing, tracking, and storing documents in the cloud.

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