



Integrated Standards Enforcement System



Multi site

Plan Distribution

"Our quality systems for; occupational health and safety, food safety and environmental management, must be state of the art so as to minimise risk and maximise stakeholder satisfaction and that's why we use the ISES® system"

Steve Newton, *General Manager Risk*
Metcash



ISES® Plan Distribution System

Efficiently distribute and manage multi site documentation

A simple five step process to keep multi site documents up to date and site specific.

1. Head office creates a document with merge fields
2. Administrator allocates documents to plans and sites
3. Each manager completes a merge field form for all documents allocated to it
4. Automatically creates site specific, merged PDF documents and plans
5. Provides auditable plans with document control visible from anywhere

Features

Multisite - Manage an unlimited number of plans and locations globally

Customisable Folder Structure - User friendly to suit your business

Import or Export - Existing Word®, XLS® or PDF® files after document testing

Document Editor - Inbuilt Word® and Visio® type functionality including tables, images, and spell checking for creating customisable procedures or documentation

Merge Field Manager - Create merge fields and manage them within the system

Data Capture Forms - Customisable for collecting merge field or process data available as a web hosted or installed application for networking between sites

IPAD / Web Compatible - .Net Web based, secure, end user interface for data entry and document viewing

Benefits

- Instant compliance at all sites with the latest changes to legislation at the click of a button
- Reduce document and file duplication saving hard drive space and complexity
- Reduce administration time by up to 90 per cent
- Available as a web hosted or installed application
- Robust and secure SQL database for plan backup and business continuity
- Avoid loss of business critical information during staff turnover
- Keep documents up to date with automated document control
- Reduce audit time and cost with centralised audits

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