



SUNCODE

business process management

IMPLEMENTATION OF THE WORKFLOW SYSTEM IN **POLFARMEX**



POLFARMEX IS A RESPECTED PRODUCER OF PHARMACEUTICALS. THANKS TO 25-YEAR-OLD EXPERIENCE, THE COMPANY HAS GAINED PATIENTS', DOCTORS' AND CONTRACTORS' TRUST. POLFARMEX'S PRODUCTS ARE AVAILABLE ON MID- AND EASTERN EUROPE MARKETS, BALTIC COUNTRIES AND FAR EAST.

THE GUARANTY OF THE HIGHEST QUALITY OF THE COMPANY'S PRODUCTS ARE HIGH RANGE SPECIALISTS AND A MODERN MACHINE PARK. POLFARMEX HAS FULL POSSIBILITIES OF TECHNOLOGY COMPILING, REGISTRY DOCUMENTATION AND IMPLEMENTATION OF VARIOUS PHARMACEUTICALS IN TERMS OF CONTRACT PRODUCTION.

IMPLEMENTED BUSINESS AND TECHNICAL SOLUTIONS



The implementation has embraced the process of acceptance and reviewing contracts, as well as the integration with SAP system.

Documents are scanned in a central place equipped with MFP (MultiFunctional Product). In the first stage, an authorized user initiates the process of a contract creation and acceptance from his or her own Plus Workflow account. After running the process, a user is obliged to define a company which is involved in the project, the owner of the project and defining steps of the contract process. Then, an idea of concluding a deal should be described with certain data and after that, it can be accepted by the project's owner. The owner is usually a superior of the originator. At this stage, the owner of the project might modify a list of departments which should review the content of a deal and its conclusion. After the acceptance of the owner, the task is transmitted to legal department. The acceptance of the legal department is mandatory. After that, the project is ready for a CFO's and the board acceptance. At this stage and at the previous stage, the project might be sent back with a comment or rejected. If the project receives all acceptances needed, the draft of the contract will be generated.

The draft is sent to reviewing departments, the owner of the process, legal department and CFO. Reviewed, authorized and accepted contract is ready to sign by the board and can be sent to a contractor's acceptance. And so, the process is ended.

Polfarmex team consists of 600 people. The personnel are young and development-oriented people. Some of them has taken part in a business process modelling training conducted by Suncode. Due to that, the personnel can constantly develop Plus Workflow system and add their own processes which will optimize their everyday work.

*Plus Workflow
Enhances acceptance
processes and contracts
review in Polfarmex*

