

Case Study: Streamlining Compliance and Approval Workflows in a Global Technology Organisation

Executive Summary

A global technology and scientific instrumentation company operating across Europe needed to modernise its internal approval and compliance processes to meet J-SOX audit requirements. Using 360 Forms, the organisation replaced inefficient, manual methods with automated, trackable workflows — significantly reducing processing time, increasing transparency, and improving audit readiness.

Client Profile

This multinational company delivers advanced technologies and laboratory instrumentation across various European markets. Like many large organisations, it faces stringent regulatory requirements and internal controls — including compliance with J-SOX — which demand clear audit trails and robust approval mechanisms.

The Challenge

The organisation performs annual audits to ensure compliance with J-SOX and other internal governance standards. Prior to 360 Forms, key business processes relied on outdated and inefficient methods:

- Excel and Word forms circulated by email
- Physical paperwork posted for signatures
- Manual tracking via spreadsheets
- Time-consuming email follow-ups and approval chasing

These methods made it difficult to trace the status of authorisations, introduced delays, and increased the risk of compliance gaps.

The Solution: Digitising Compliance with 360 Forms

The organisation adopted 360 Forms to digitise and streamline its Trade, Risk, and Export Control processes — critical to ensuring proper due diligence and compliance before engaging with external partners. The solution now manages multiple interrelated workflows, including:

Due Diligence

Checks on prospective customers, suppliers, distributors, and service providers — assessing integrity, business history, and risk.

Sanctioned Entity Screening

Verification against sanctions lists and persons of interest to ensure lawful trade practices.

Transaction Approval

Detailed workflows to assess transactions based on parties involved, end use, export control checks, and red flags.

Credit Approvals

Assessment and authorisation of credit limits for customers.

Stock Management

Approvals for stock corrections, limits, transfers, and write-offs.

Contract Review

Collaboration workflows for reviewing contract details, collecting feedback, and required signature levels.

Each form includes built-in routing logic, multiple levels of approval, and automatic generation of audit trails.

What Was Replaced

360 Forms replaced a fragmented and manual system that included:

- Email-based approval processes
- Spreadsheets and Word documents
- Posted paper forms for physical signatures
- Manual follow-ups for authorisation tracking

Results & Impact

Faster Compliance

Automated workflows have significantly reduced the time required to complete approvals and due diligence checks.

Enhanced Visibility

Stakeholders can see the status of each request in real time, reducing uncertainty and bottlenecks.

Stronger Audit Trail

Every change is captured in a secure audit log, supporting annual J-SOX audits and internal reviews.

Centralised Information

Data is now collected in structured, web-based forms that are reviewed and signed off by the appropriate managers and approvers.

Agile Form Development

Depending on complexity, new forms and workflows can be deployed in hours — including integration with external systems, PDF generation, and Excel reporting.

Key Takeaways for IT and Compliance Leaders

Automating compliance workflows can deliver faster turnaround and greater transparency without sacrificing rigour.

360 Forms supports multi-stage authorisations with full auditability — essential for organisations bound by regulatory frameworks like J-SOX.

Rapid form development and system integration allow teams to adapt processes quickly as compliance needs evolve.

[Visit 360 Forms](#) to find out more.

In 60 seconds...

A leading global technology company operating across Europe needed to tighten up its internal compliance and authorisation processes to meet strict audit requirements like J-SOX.

Before 360 Forms, they were chasing approvals by email, circulating Word and Excel documents, and posting forms for physical signatures — slow, inefficient, and hard to audit.

With 360 Forms, they digitised critical workflows — from due diligence and sanctions checks to contract approvals and export control — all with multi-stage approvals, full audit trails, and real-time visibility.

As a result, they've dramatically reduced processing time, improved data quality, and gained confidence heading into annual audits. And because 360 Forms is highly configurable, new workflows can be built and deployed in hours — not weeks.

If you're still relying on manual processes for high-stakes approvals, 360 Forms can help you move faster, stay compliant, and keep everything on record.