

## LEADER IN INTEGRATION OF IT & NETWORK TECHNOLOGIES WITH LEGACY OF 100+ YEARS CHOSE **LAWRBIT GCMS-INDIA** TO AUTOMATE COMPLIANCE CONTROLS FOR INDIA OPERATIONS

SEZ Operations | 13 Offices | 9 Cities | 6 States | 50+ Users

### CLIENT INTRODUCTION

Our client is a prime runner in the Integration of IT and Network Technologies. It offers multimedia solutions such as multimedia projectors, professional displays; engineering services such as product lifecycle management, project engineering, CAD security; IT Platforms including servers, storages and thin line systems. It has more than 100 years of expertise in technological innovation to provide solutions for empowering people, businesses and society. Headquartered in Japan; started India operations in 1950s.

Client expanded its India business from telecommunications to public safety, logistics, transportation, retail, finance, unified communications and IT platforms, serving across Government, businesses as well as Individuals. With its center of excellence for analytics platform solutions, big data, biometrics, mobile and retail. It offers advanced new services and solutions for India and Global Markets.

Our clients India business can be summed up as IT (Offering IT product & Services to India clients) & ITES (Offering support services to Global counterparts and clients).

### CLIENT CHALLENGES

Our client is operating in highly competitive business. It is offering various solutions and services in India and abroad and has business setup in Japan, Singapore, USA and India:

- Global leadership is highly conscious; zero tolerance expectations for any non compliance.
- Complex business structure in India.
  - Have IT & ITES businesses running independently, but being part of same legal entity.
  - Both businesses operates under same legal entity; but does compliance and filings separately. At times, ownership of single compliance rests with multiple users
  - Common Legal & compliance team, but few functions have separate teams.
  - Unclear ownership & responsibility matrix
- Bringing everyone on same page of expectations w.r.t. Legal Compliances Management
- Co-ordination with internal and external users to get status of compliance on monthly / quarterly basis
- Tracking frequent changes in Laws & Compliance; understand its impact on business

### CLIENT HIGHLIGHTS

- Leader in Integration of IT and Network Technologies
- More than 100 years of expertise in technological innovation to provide solutions for empowering people, business and society
- Established in India in 2006; headquartered in Tokyo, Japan
- Operates out 13 locations (IT Hubs & multiple SEZs) across 6 states & 9 cities in India - New Delhi, Noida, Mumbai, Pune, Bengaluru, Hubli, Chennai, Ahmedabad, & Surat.

## IMPLEMENTATION PROCESS

The client chose to implement GCMS solution offered by Lawrbit after evaluating alternatives available in market.

### STEP 1 - BUSINESS DISCOVERY

Our legal experts engaged with client's functional users to understand aspects of business impacting laws applicability:

- Locations, Nature of Establishment
- Product / Service portfolio
- 3rd party vendors, service providers
- Industry Specific Obligations

### STEP 2 - COMPLIANCE OBLIGATION

- List of applicable laws shared with Functional Heads, Project SPOC
- Discussions with Functional SPOCs to clarify their queries
- Identified process gaps and helped client to fix basis best practices
- Identified and finalized compliance obligations applicable on the business in consultation with Functional SPOCs
- Finalized **Ownership & responsibility Matrix** for each compliance obligation covering **internal and external stakeholders**

*Compliance Owner --> Approver  
--> Group Owner*

### STEP 3 - APPLICATION SET UP

Configured basis information gathered:

- Location & Department Master
- User Master, access rights for CXOs & Auditors
- Mapping of laws to location & functions
- Responsibility & Authority Matrix for compliance
- Event Trigger Rights & Approval Matrix
- Pre & Post Compliance responsibility mapping
- Before Go-Live, test environment was provided to users for training and practice; increasing user acceptance

### STEP - 4: USER TRAINING & GO-LIVE

- Multiple sessions for end users
- Online / VC based trainings for users at remote locations
- Follow up help desks to resolve any Post Go-Live support issues
- Training Manuals and Ticket Centre

## KEY LAWS APPLICABLE ON CLIENT

Companies Act 2013 (Along with applicable rules)
FDI Regulations
Banning of Unregulated Deposit Schemes Act, 2019
Indian copyright act, 1957 & Copyright rules
Prevention of Corruption
Income tax act, 1961 and income tax rules, 1962
Goods and Service Tax act, 2017 (CGST, IGST, SGST)
Import / Export of goods & services from India as per circulars issued by RBI
Micro Small and Medium and Enterprises- 2006
Employee Provident Fund & Misc. Provisions Act
Employees state insurance act, 1948
Child labour and adolescent labour (P&R) act, 1986
Employees compensation act, 1923 and rules 1924
Equal remuneration act 1976 and rules, 1976
Payment of bonus act, 1965 and rules, 1975
Prevention of Sexual Harassment of Women at work place (POSH)
Foreigners act, 1946
Passport (entry into India) act, 1920 & rules, 1950
Registration of foreigners act, 1939 & Rules, 1992
Other service provider (OSP) category.. TRAI
Information Technology Act 2000 (To be read with applicable rules)
Food safety and standards regulations, 2011
Shops & Establishment Act - All States
Contract labour (R&A) Act, 1970 & Rules - All States
Employment Exchanges Act, 1959
Maternity benefit act, 1961 & Rules - All States
Minimum wages act 1948 & Rules, 1952
Payment of gratuity act, 1972 & Rules - All States
Payment of wages act, 1936 & Rules - All States
Environment (protection) act, 1986 with Batteries, Solid Waste, Rules - All States
Environment (protection) act, 1986 with E-Waste & Plastic Waste Rules Management Rules - All States
Air (prevention & control of pollution)act & Rules
Private security agencies (R) Act & Rules - All States
Fire prevention & fire safety act & rules - All States

## LIFETIME SUPPORT

Client now enjoys the benefits of our lifetime support,

- Regulatory Updates are provided on Near Real Time basis without any manual intervention
- Application is hosted on SaaS, so no involvement from client's IT team for application support
- Technology updates, upgrades and new features are introduced on regular basis

## THE IMPACT

- Head of Risk & Compliance has real time view of compliance status & ownership matrix
- Everyone's on same page with understanding and sensitivities of compliance obligations
- Resulted into better visibility, transparency and accountability in the system
- The initiative was well received and appreciated by the global legal head
- Management's reliance on analytical dashboards, regulatory updates is high
- Helped client reduce cost of compliance

## PROJECT HIGHLIGHTS

- 200+ Applicable Laws & Rules (Central & State, all locations)
- 8,500+ Compliance applicable
- 50+ Users - India & Global
- Compliance Service providers given system access & training
- Remote business discovery and training sessions for users at branch levels; reduction in cost and time of implementation
- Created complex compliance reporting workflows based on internal dependencies

## OUR GOVERNANCE, RISK AND COMPLIANCE PORTFOLIO

### GLOBAL COMPLIANCE MANAGEMENT SOLUTION

- Centralised framework and an integrated approach to manage an extensive range of regulatory obligations across globe; enabling businesses to efficiently manage cross geography, functional and industry mandates.
- Know, monitor & manage compliance confidently with most comprehensive & authentic Regulatory intelligence through single application
- Control dashboards for CXO & Auditor

### LEGAL MATTER MANAGEMENT SOLUTION

- With limited resources and time constraint to manage multiple matters, it's a daunting challenge for in-house legal team to keep up with legal risks amongst numerous operational challenges.
- Improve efficiency, productivity and control legal costs effectively. User can map the complete lifecycle of a matter starting from a Notice to Litigation / Arbitrations while monitoring every aspect & stakeholder

### ENTERPRISE RISK MANAGEMENT SOLUTION

- Enables structured and systematic approach towards managing enterprise wide risks; supports uniform risk assessment methodologies
- Provides an accurate understanding of risks across the organization and clear visibility into the top risks
- Define controls as per industry standard frameworks
- Risk insights and intelligence for better decisions

## ABOUT US

We offer RegTech & Lextech solutions for Enterprises, Audit, Compliance & Legal Professionals globally.

- Our decade of experience in creating Global Regulatory Intelligence and understanding real-life challenges of managing them have helped us create innovative, best in class solutions that are scalable & easy to implement.
- Our solutions integrate Regulatory Intelligence across laws for 70+ countries with technology, making it easy for users to understand compliance obligations and be informed of the Regulatory changes.
- Our Legal Network comprises 1000's of legal experts from 100's of Legal, CPA & Consulting Firms across 70+ countries having domain and territory expertise across areas of law.
- Our Reverse Outsourcing model of engaging legal experts for multi-country roll-outs helps reducing time, cost and efforts for such implementations.

### OUR SOLUTION PORTFOLIO

#### ENTERPRISE SOLUTIONS

- Global Compliance Management Solution
- Legal Matter Management Solution
- Risk & Controls Management Solution

#### PROFESSIONAL SOLUTIONS

- Compliance Audit Management Solution
- Compliance Service Management Solution
- Case and Litigation Management Solution

## OUR LOCATIONS



#### DELHI / NCR

**CORPORATE OFFICE:** 865-A, Tower - B1, Spaze I-Tech Park | Sector 49, Gurgaon - 122002



#### JAIPUR

**KNOWLEDGE CENTRE:** 32, Gopal Tower, Dadu Marg, GopalBari, Jaipur - 302001



#### MUMBAI

WeWork Chromium, JVLR, Opp. L&T Business Park, Andheri, Mumbai - 400076



#### AHMEDABAD

A2/512, Palladium Complex, Corporate Road, Pahladnagar, Ahmedabad, Gujarat - 380015

**PARTNER LOCATIONS: BENGALURU, CHENNAI, HYDERABAD, PUNE, TANZANIA**

### GET IN TOUCH WITH US

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