









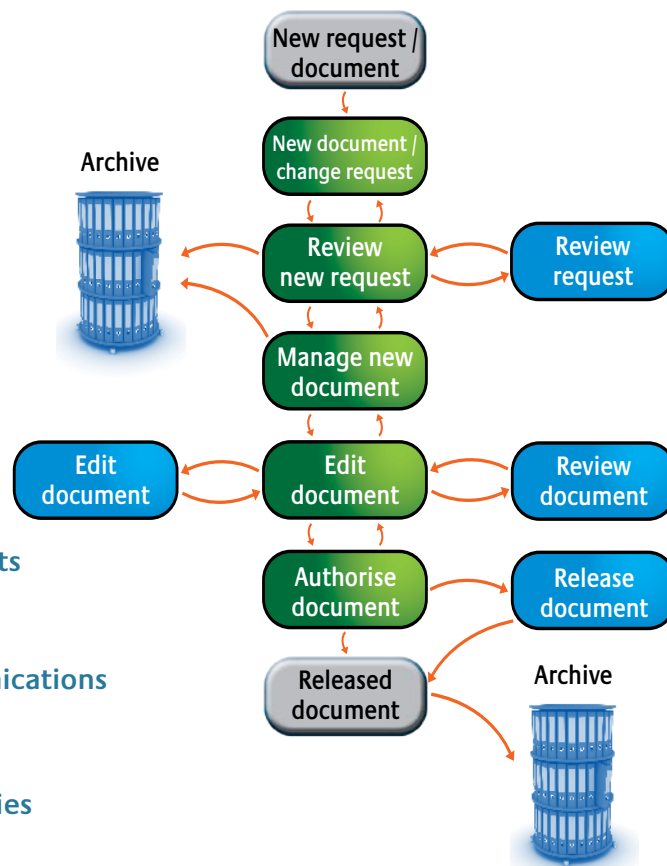
**FUNDS-AXIS GRC™** incorporates best-of-breed document management functionality.

Create, Edit, Review, Approve, Distribute, and Archive your Documents. Automate and control the review, approval, distribution and management of the documents and policy changes throughout your organisation.

The Document Management module also comprises audit trail, version tracking and electronic signature. Point-in-Time reporting allows users to view the policies and procedures that were in place at the time an adverse incident occurred.

All of your business policies and documents can be centrally stored and with permissions to manage or view those documents being managed at a business unit or departmental level. Documents can include, for example:

-  **Organisation Charts**
-  **Internal Policies and Procedures**
-  **Laws, regulations and industry best-practice**
-  **SLAs and approved signatory lists**
-  **Trust deeds, fund prospectus, report & accounts**
-  **Key features documents and investor communications**
-  **Risk Management Policies and valuation policies**
-  **ISDAs, term sheets and contract notes**



Key business processes and controls can be automated. For example, automate the distribution of policy amendments and the confirmation from business users that they have familiarised themselves with the policy changes. Or automate and control the process for periodic review, updating and filing of fund prospectus and other documents.