

End-to-End Contract Management and Compliance

Many legal departments struggle with a contracting process challenged by increasing volume and complexity, difficult to find documentation, limited visibility into deal flow, and administrative burdens. Often this is exacerbated by resource constraints. Our services are designed to address these challenges, and free in-house teams to pursue higher value work and better serve the businesses they support.

A vital component of our approach is to view contract management in the context of the businesses it supports, and the consequent need for well-defined processes that minimize cost and risk and provide value that enable continued sustainable improvement in the contracting lifecycle.

Our clients experience benefits such as:

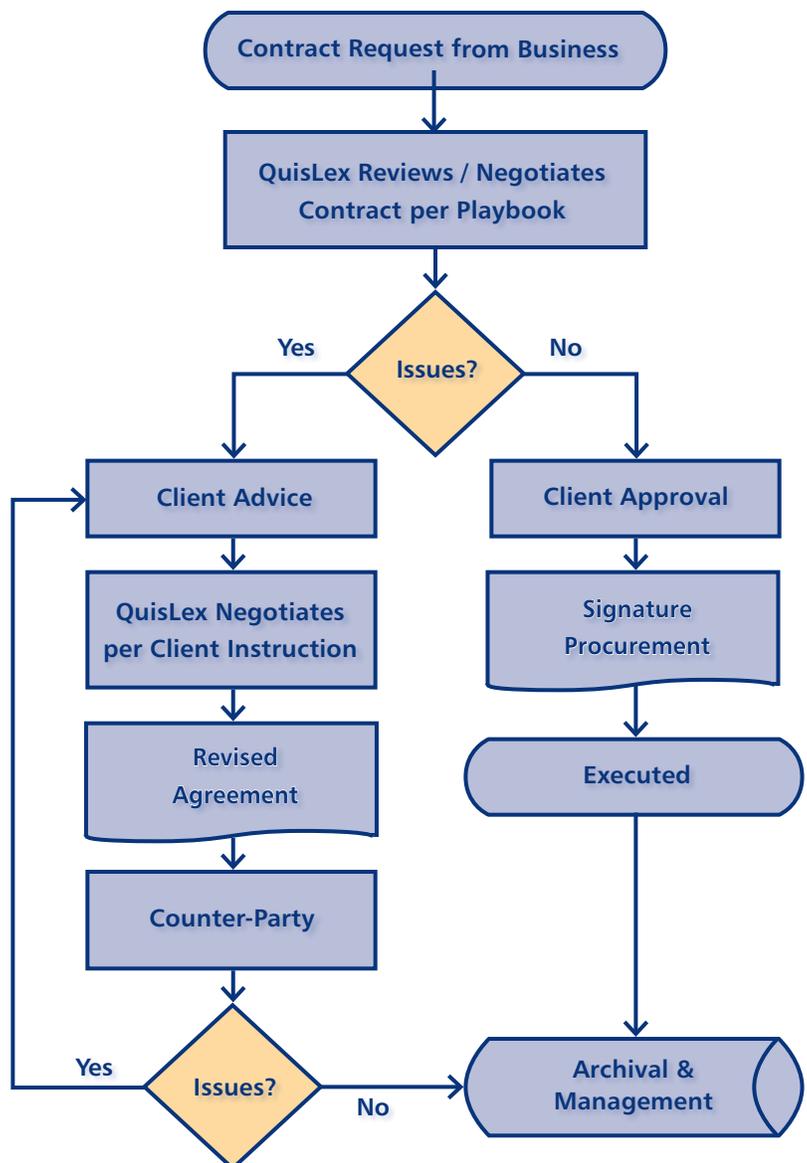
- reduced variance from contractual standards
- fewer negotiation cycles
- improved risk profile
- lower operational cost, and
- better insight into contracts and deal flow

These benefits can translate to enhanced service capability (deal flow visibility, velocity and metrics), reduced contract process complexity (simplification via template and playbook design, and better access to needed information within contracts).

In short, QuisLex's level of assistance minimizes the need for the law department to handle non-substantive work and reduces the administrative burdens of the contracting process resulting in superior resource allocation.

An additional benefit of shifting the heavy lifting to QuisLex is the significantly improved law department morale as staff can now focus on strategically relevant and much more rewarding work.

CONTRACT LIFECYCLE MANAGEMENT WORKFLOW



TRANSFORMING CONTRACT LIFECYCLE MANAGEMENT

Addressing the challenges organizations face, particularly in large-scale global environments, requires doing things differently. Corporations engage QuisLex not only to improve their cost basis by “handing off” work to lower cost resources, but to transform law department operations in ways that will demonstrably improve business and legal outcomes.

Law departments leverage our process expertise, scale (more than 400 dedicated contract professionals), operational capacity, and project execution experience to transform contract lifecycle management from uncertain business and compliance risk to value driver.

As QuisLex regularly supports large multinational clients with various contract management functions, our experience is quite evenly distributed between purchase and revenue generating agreements.

To date, we have reviewed more than 300,000 contracts representing well over 10 billion dollars of sales and procurement agreements. QuisLex’s level of participation is possible due to our expertise in memorializing well-defined standards, creating comprehensive playbooks, and building client-specific processes based thereon. We coordinate with legal departments, business unit leaders, and local counsel to ensure that contracts are

localized in terms of business need, language, and regulatory compliance.

Additionally, QuisLex has extensive experience working with many contract management tools, and for most of our clients, our support includes access to their internal contract databases.

Specifically, QuisLex will:

- memorialize contracting standards and help design templates
- create and update template repositories
- maintain contract databases and legal knowledge repositories
- revise agreements to conform with client standards

- manage law department and business unit interactions concerning action items
- negotiate with third parties
- procure approvals and signatures
- archive executed contracts
- provide helpdesk support
- provide detailed reporting

This holistic level of assistance reduces the in-house contract and legal teams’ administrative role to necessary supervisory activities, while QuisLex absorbs time consuming functions.

Improving Contracts Insight

QuisLex analyzes transactional data to develop useful business intelligence and detailed metrics for our clients. We identify existing rights and obligations, compare standard vs. non-standard provisions and assess the associated risks. We analyze revenue-related terms and capture key business metrics. Our clients leverage these services to develop

negotiation strategies, manage contractual commitments, increase revenue, and optimize contract value.

Improving Process Insight

QuisLex will track the frequency with which clauses are subjected to revision, how often third-party templates are used, and time spent negotiating discrete substantive issues. This data-driven analysis is used to identify trends and patterns that suggest possible areas for improvements and have consistently proven to be among

the services our clients value most.

QuisLex will identify:

- process improvements to increase efficiency
- non-standard terms to expedite review by in-house counsel
- common deviations from baseline standards and suggest modifications to reduce negotiation cycle times
- bottlenecks and other cycle time issues for resolution,
- additional KPI-driven process analysis to improve operational performance.

QuisLex’s contract lifecycle management services enable you to transform legal department operations to free in-house counsel to better serve the business as strategic partners.

* *David Maister, Expert on Business Management Practices*

*“ [] you can’t achieve a competitive differentiation through things you do ‘quite well, most of the time.’ [] Not only can you not dabble, but you also cannot have short-term strategies...”**

Overview

QuisLex manages the lifecycle of hundreds of commercial contract types from inception through archiving, supporting legal departments and their business units in jurisdictions that span six continents and 16 time zones.

We operate like a member of your own staff: a force multiplier to the oft overstretched in-house counsel operating under resource constraints and cost mitigation mandates. QuisLex provides scalability and extensibility in the most cost effective, seamless, and efficient manner possible.



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About QuisLex

QuisLex is an award-winning legal services provider that specializes in managed document review, contract management, compliance services, legal spend management, and legal operations consulting. Our full-time highly trained attorneys, process experts, legal technologists, statisticians and linguists work closely with our clients to reduce cost, mitigate risk and maximize efficiency. QuisLex is regularly acknowledged as a leader in the legal services industry, and is proud to be recognized by the ACC as an ACC Value Champion, Chambers and Partners as a Band 1 Legal Process Outsourcing Provider, New York Law Journal as a Top Managed Document Review Services Provider, and the IACCM as its Outstanding Service Provider for contract management solutions. To learn more, visit www.quislex.com.