

Streamline your entire Policy Management Lifecycle with Microsoft 365

Top issues for our clients.

- **How do we make policy creation, updating, and distribution seamless?**
Siloed workspaces to collaborate and manage policies.
- **How do we manage policies more efficiently?**
Manual tracking of policy renewal or expiration through Microsoft Excel.
- **How can we maintain access control and security to sensitive policies?**
Multiple people are involved in the policy creation process.
- **How do we ensure employees' compliance and accountability?**
Chasing employees individually to read and acknowledge the policies.

Automate your Policy Management Lifecycle.

Professional Advantage's Policy Management Solution Accelerator in Microsoft 365 helps you get a better handle on your policy lifecycle from start to finish.

Common policies and procedures in the workplace.

A Policy Management Solution Accelerator by Professional Advantage can help your business better manage these often used and important policies and procedures.

- HR and Employment Policies.
- Employee Code of Conduct.
- Health and Safety.
- Travel and Expenses.
- Hybrid and Remote Work Policies.
- Information Security.
- Social Media Policy.
- Confidentiality Policy.



Policy Creation.

Develop new policies through an authoring process, defining the scope and objectives of policies and procedures.

Review and Approval.

Facilitate quality reviews of newly developed policies by different stakeholders.

Publishing & Distribution.

Effectively communicate policies to the appropriate audience within the organisation.

Employee Acknowledgement.

Establish a mechanism for employees to acknowledge policy changes.

Track Compliance.

View overall reporting and acknowledgement status for each policy.

Expire or Renew Policies.

Determine when the policy needs to be updated or replaced entirely by a new version.

Everything you need for policy management and collaboration in a single digital workspace

Microsoft 365 and SharePoint are your policy and procedure library and collaboration systems, enabling seamless end-to-end policy lifecycle management. As a long-time and trusted Microsoft Partner, our team can assist you in deploying and configuring a Policy Management solution that meets your specific needs.



A central place and dashboard for managing your entire policies lifecycle.



Create and store reusable templates for making typical policies or updating existing ones.



Automated alerts for when policies are up for review, renewal, etc.



Collaborate with various policy authors in real-time.



Complete audit trails of updates with version history.



Control access permissions and prevent data loss.



Automate employee acknowledgement of policies.



Cost-effective and natively integrated with your broader Microsoft 365 ecosystem.

Ready to learn more?



Get more information

Learn more about SharePoint Policy Management solution.

VISIT WEBSITE



Book a 15-minute consultation

Find out how to get started with SharePoint for managing your policies.

CONTACT SALES



Dive deeper into SharePoint

Discover more ways you can use SharePoint for your modern workplace.

LEARN MORE

Connect with us

1800 126 499 | enquiries@pa.com.au | pa.com.au

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