



Compliance Management

Manage complex compliance requirements proactively to help mitigate risk, ensure safe work environments, and reduce administrative burdens

Property and facility professionals are responsible for providing safe, efficient, and productive work environments, yet they can face a bewildering array of codes and regulations with different schedules, costs, and implications for the organization. Unlike spreadsheets or other non-integrated tools, Web-based ARCHIBUS Compliance Management provides a highly scalable solution to easily and efficiently negotiate the substantial data and recordkeeping involved with regulatory compliance programs and permitting processes. This helps reduce administrative costs and prevents costly disruptions such as occupational injuries, property damage, and shutdowns that may result from inadequate compliance practices. ARCHIBUS Compliance Management helps mitigate risk to protect an organization's reputation and enhance stakeholder value.

Reports and Summary Tables:

- License and Permit Status Summary
- Compliance Events Calendar
- Missed and Overdue Events Summary
- Compliance Program Summary by Compliance Level and Priority, Location, Regulation Rank, or Regulation
- Compliance Requirement Summary by Compliance Level and Priority, Requirement Type, Program, Regulation, or Location
- Regulation Summary by Rank or Location
- View Compliance Status Summary on a Map
- Compliance Violations Summary
- Compliance Violations Map
- Highlight Programs and Requirements on Floor Plans
- View Document Library Compliance Event Finder
- Expired License and Permit Summary
- Programs with Overdue Work
- **Plus Many More...**

Benefits

- Ensures a safe, productive work environment by implementing a structured process to comply with regulations, codes, and/or best practices
- Minimizes the likelihood of regulatory actions including monetary fines and/or costly litigation resulting from inadequate compliance oversight
- Lowers the overall cost of maintaining a comprehensive, defensible compliance program by reducing administrative time spent on data collection, notifications, and document management
- Helps reduce the number of Environmental Health and Safety (EH&S) incidents and insurance premiums associated with them by identifying and correcting compliance gaps

Regulation	Regulation Name	Regulation Rank	Property Code	Site Code	County Code	City Code	State Code	Region Code
Accessibility	Americans with Disabilities Act Accessibility G...	5 - Medium		MARKET		PHILADELPHIA	PA	EASTER
Asbestos		2 - Very High		MARKET		PHILADELPHIA	PA	EASTER
CAA	Clean Air Act	3 - High		MARKET		PHILADELPHIA	PA	EASTER
Elevator Safety	Elevator Safety and Permits	3 - High	1 HARRISON PARK	MARKET	PHILADELPHIA	PHILADELPHIA	PA	EASTER
PPA	Pollution Prevention Act	4 - Medium High		MARKET		PHILADELPHIA	PA	EASTER

The Compliance Programs Map enables managers to quickly visualize where their highest risk projects are located as well as the regulatory status and priorities



Ensure Safety Through Compliance

ARCHIBUS Compliance Management enables managers to more easily execute a comprehensive compliance program that helps mitigate organizational risk to ensure a safe, productive work environment. Compliance Management accomplishes this through automated scheduling and tracking of responsibilities for specific, compliance-related actions and events. It provides the enhanced control to manage the diverse challenges of regulations that have varied schedules, costs, and impact to the organization.

- Perform top-level project planning, management, and coordination across multiple compliance program projects
- Reduce the manual effort involved in managing the large volumes of information and communications required of compliance programs
- Incorporate drawings, GIS maps, and dashboards for rapid visualization and analysis of compliance projects
- Consolidate and report information easily to prepare for compliance audits
- Maintain compliance history by program and location using the document library functionality
- Integrate with ARCHIBUS Project Management to create standard projects to consolidate and manage similar programs and their associated events
- Integrate with ARCHIBUS Building Operations to coordinate and review compliance-related work

Avoid Regulatory Penalties and Litigation

Compliance Management delivers improved visibility of issues across an entire portfolio of building and properties managed. This broad perspective helps organizations follow proper regulatory procedures to avoid costly fines and litigation associated with violations across their facilities. It clearly identifies and communicates all compliance requirements for the organization to avoid fines, shutdowns, and occupancy delays.

- Avert interruption to on-going operations, renovations, and/or occupancy of new space
- Prevent missed requirements for elevator inspections, fire safety equipment, handicapped access, and much more
- Automate scheduling and notification of upcoming compliance activities for regulations governed by specific legislation such as the Americans with Disabilities Act (ADA)
- Track violations or penalties to proactively manage the process for taking corrective action
- Minimize excessive or unnecessary remediation expense based on supplying comprehensive documentation

Decrease Administrative Costs

ARCHIBUS Compliance Management provides a structured approach to reduce administrative time and data-gathering efforts. The application streamlines all aspects of data organization, analysis, reporting, project tracking, and-- just as importantly -- archives communications among managers to document compliance project evolution and rationale.

- Produce a defensible audit trail to minimize the time and cost in responding to inquiries
- Ensure timely renewal of permits and licenses using the automated reminder system for critical due dates
- Track communications, notes and work history associated with regulations, programs, requirements, and events
- Aggregate and organize all compliance related documentation, including items which may not be tied to a specific regulation, program, or requirement

Reduce Environmental Health and Safety Incidents

Compromised health and safety practices can lead to injuries or even loss of life, resulting in costly fines, litigation, and shutdowns by regulatory agencies. Besides lost productivity and profitability, even a few high profile incidents could generate enough negative publicity to damage overall stakeholder value. ARCHIBUS Compliance Management can help reduce both the frequency and severity of EH&S incidents through robust data collection and reporting, which is a prerequisite for implementing more effective preventive and remedial measures.

- Decrease EH&S incidents and associated insurance costs by seamlessly sharing and coordinating applicable information with other appropriate functions or units
- Review violations and fines to determine recurring patterns and possibly alternative corrective actions
- Integrate with the ARCHIBUS Environmental Health & Safety application to help manage employee training and personal protective equipment requirements
- Integrate with ARCHIBUS Building Operations to help ensure that all maintenance work pertaining to EH&S regulations and requirements is completed

For more information, visit www.archibus.com/comply

