

Topaz Engineering uses ViciFlow BPM to manage RFA Process

Topaz Energy and Marine is a leading oilfield services company providing marine solutions to the global energy industry with primary focus on the Middle East and the Caspian Sea. Headquartered in Dubai with 40 years of experience in the Middle East, Topaz operates a fleet of more than 90 offshore support vessels of an average age of 7 years, well below the global average of 12 years. Topaz is a wholly owned subsidiary of Renaissance Services SAOG, a publicly traded company on the Muscat Securities Market, Oman.



As part of its project execution, Topaz Engineering follows a rigorous process of review and approval called 'Recommendation For Award (RFA)' for any CAPEX purchases for the project. Topaz Engineering had a specified template as per which the details of the procurement being done are captured and are routed through several people cutting across departments and different offices. By using ViciFlow form based workflow solution, the total lead time for review and approval was brought down significantly while also ensuring complete maintenance of audit trails of the process.



We implemented ViciDocs and ViciFlow modules for different departments of Topaz Engineering (Procurement, Finance, Engineering, HR etc). Our solution entailed the following:

- Structured folder hierarchies were set up for classifying various documents into ViciDocs ECM
- Capture Client was used to capture various documents into these folder structures
- OCR and Full Text Search were enabled to facilitate retrieval of documents based on content searches.
- Form based workflow was designed for managing the Recommendation for Award Process electronically.

Business Needs/Issues:

- Large number of RFA approvals for different project related CAPEX purchases
- Need for review and approval from multiple people spread across different locations
- Physical distribution of RFA for review time consuming and prone to huge delays
- Lack of traceability of where the RFA is at any point in time

Benefits for Topaz Engineering from ViciFlow:

- Significant reduction in lead time for RFA approval – from several days to just a few hours (or even less)
- Review and approvals enabled on Blackberry devices making it easy for senior management to review on the go
- Clear traceability of the RFA at any point in time with ViciFlow reports
- Detailed audit trails and reports on the approvals

How ViciFlow BPM works



For a quick check to see what we can do for your organisation, please contact us.