GLS CONTRACT LIFECYCLE MANAGEMENT SYSTEMS

Implementation Support

DRIVING IN-HOUSE LEGAL PERFORMANCE
THROUGH TECHNOLOGY

In-house legal teams ("**IHLs**") must continually transform how they operate to achieve improved performance, focus, quality, efficiency and value recognition outcomes. This is the only way an IHL can remain effective and for IHL leaders to remain relevant.

To succeed in the modern in-house legal industry, you cannot spend all your time "working IN the machine", you must spend at least some of your time "working ON the machine". Transformation is the only viable strategy to bridge the gap between growing workflows and limited available resources.

Fortunately, the increasing availability of force-multiplying legal technology is allowing IHLs to reduce the gap between available resources and their increasing workflows.

When deployed safely and efficiently, legal technology can make stunning contributions to a legal department's capabilities, and drive efficiencies at almost every level.

Few systems have such unbridled scope to introduce efficiencies and/or havoc into an in-house legal department as the humble "Contract Lifecycle Management System" ("**CLMS**").

Like all legal technologies, the CLMS leverages/amplifies the environment into which it is implemented.

As such, fundamental questions that must be asked by each IHL includes:

- have I blueprinted my existing environment?

- is my current environment CLMS ready?

- if so, which CLMS system?
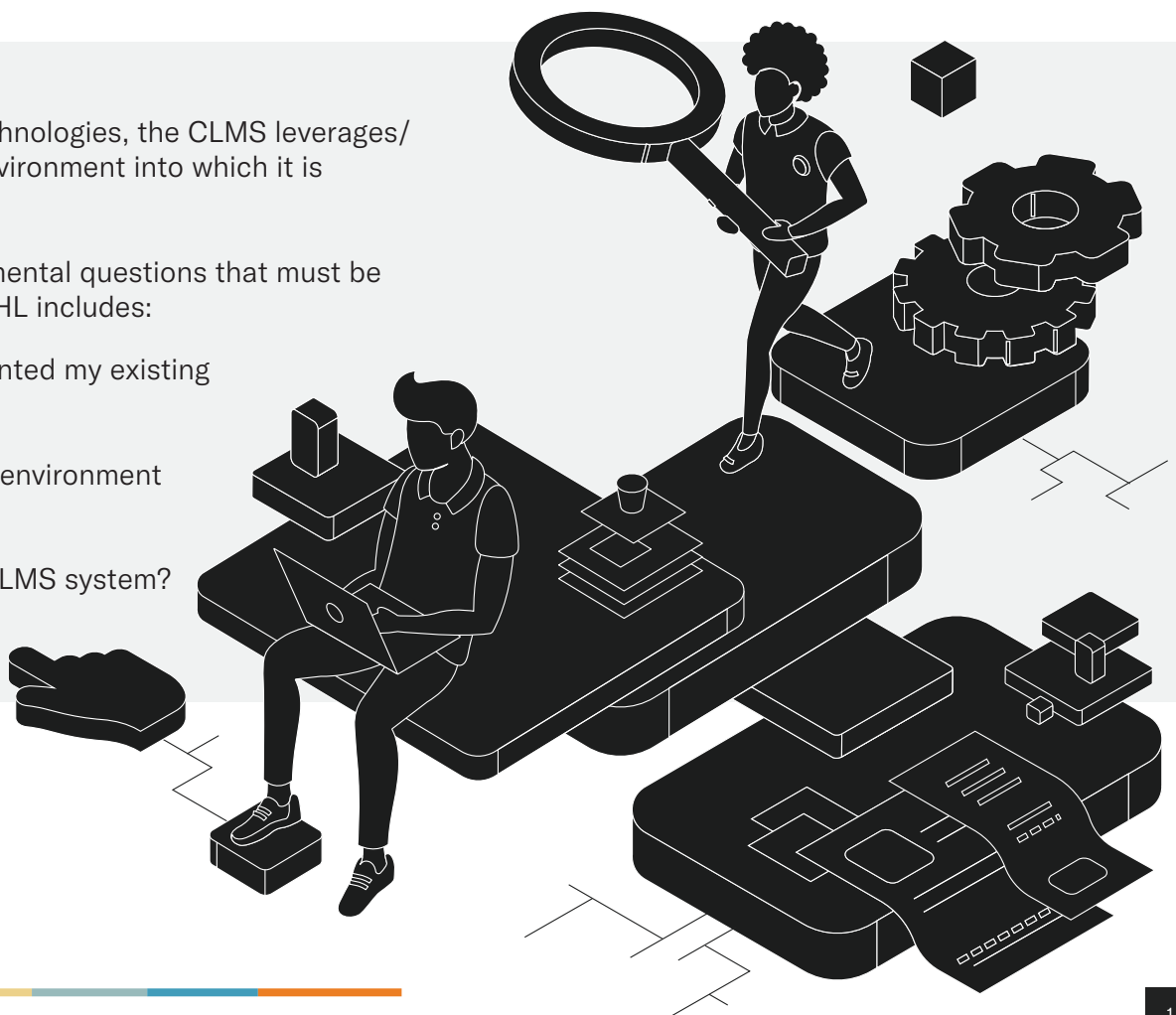
THE ROLE OF GLS

Few organizations, if any, can match the support that GLS can provide to IHLs looking to undertake a successful IHL transformation, particularly when it will be heavily dependent upon legal tech.

GLS brings an independent voice to the process required to identify and safely implement technology into the in-house ecosystem. Critically, we advocate for the in-house legal team's position.

GLS provides clients with valuable perspectives based upon extensive experience of using technology to leverage performance.

If your legal department does not have the processes and procedures required for your technology to excel, GLS can help you to ensure that they are created.

DO MORE *WITH LESS*

The GLS Group has helped hundreds of IHL teams to implement technology-led transformations to dramatically increase their productivity and value yields, whilst reducing their financial and human resource consumption.

GLS helps IHL leaders to define and implement their strategic visions, transformation initiatives and associated tech strategies.

While GLS has supported transformation in many of the largest Multinational Corporations, our consultancy services and implementation solutions remain accessible to all IHLs – universal accessibility to our solutions is a core GLS Group value.

Let GLS help you to frame your IHL transformation ambitions, and support you by defining a safe and efficient legal technology support strategy for your legal department. Together we can bring about real change to your organization.
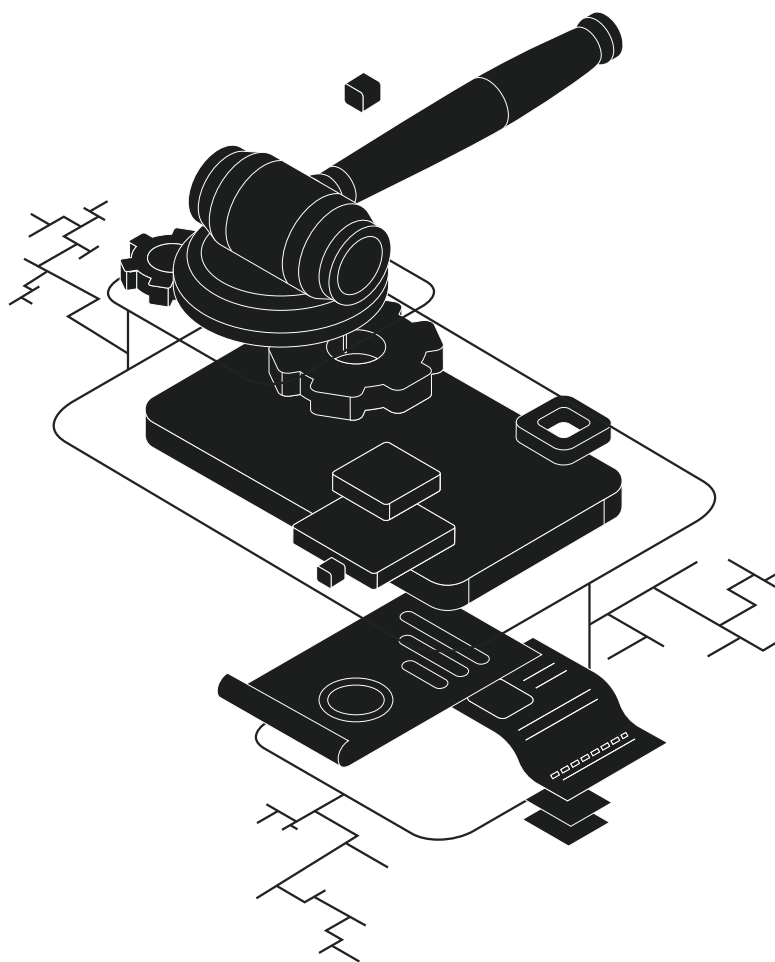
GLS STRATEGIC TRANSFORMATION
SUPPORT SOLUTIONS

Cover the full CLMS transformation journey:

- **CLMS Environment Testing:** undertaking the mission critical "Current Status Audit" for your contracting function, to assess the appropriateness of your contracting function for CLMS tech-based leverage.

- **Solution Shortlisting & Vendor Due Diligence:** assisting you to shortlist compatible CLMS solutions and conducting associated vendor due diligence (e.g., reputation, track record, SLAs, references, customer testimonials, etc.)

- **Client Readiness Support:** preparing you for your CLMS journey – ensuring you understand the project's critical success path, required resource commitments, common pitfalls, and overall readiness.

- **Solution RFP:** preparation of your CLMS RFP requests, from initial expressions of interests through to full support of vendor negotiations and contractual documentation closure.

- **Client Solution Specification:** working with you to define all necessary workflows that the CLMS solution needs to support including your associated technical requirements.

- **Customization & Configuration:** working with you to define a conservative and "only if essential" customization scope of work and generally supporting configuration of the standard CLMS solution.

- **Contract Function Optimization & Preparation:** assisting you in backfilling and/or upgrading any aspects of your contracting function in readiness for optimal CLMS leverage.

- **System Piloting Phase:** defining a highly qualitative initial piloting phase for you to ensure optimal conditions for overall CLMS roll out success.

- **Template & Clause Bank Preparation:** identification and production of all necessary templates and clause bank repositories in line with GLS's global best practices, tailored to your needs.

- **User Training Support:** defining user training strategies to support your CLMS implementation – noting providers do offer this service at a considerable premium.

- **CLMS Rules & Workflow Definitions:** defining the rules required for your CLMS task execution and ensuring compliance and compatibility with your internal group legal policies & procedures.

- **Full System Rollout:** supporting overall program definition and delivery for the full deployment of the CLMS along with internal client project team management.

- **Legacy Data Migration:** formulating an overall data migration plan to populate legacy data into the new CLMS environment – safely and efficiently.

- **System Optimization:** continued monitoring of your user behaviors and system performance to ensure CLMS resource optimization.

MAKING YOUR CLMS *DELIVER*

GLS's primary job is to serve as a reservoir of "client-side experience" of CLMS implementations, enabling you, to draw on that experience to achieve a safe and effective CLMS implementation.

This is particularly important as it is difficult for IHL leaders to know how to assess what CLMS solution is right for their environments, and CLMS solutions are incredibly difficult/expensive to unwind.

Our goal is to help you simplify and de-risk your CLMS journey by giving you access to best-in-class procurement practices and extensive knowledge of solution implementation strategies.

HERE'S HOW WE *DO IT:*

01
Known Problems: flagging known problems, and helping you avoid them

02
Solution Landscape Awareness: by helping you understand the global supply landscape for solutions and available resources

03
Strategic Direction: by showing you the footprints of success available for you to follow

04
Stakeholder Engagement: by sharing proven solutions to identify, engage and enlist key stakeholders in support of your CLMS program

05
Low Risk Implementation: using "succeed-before-you-proceed" methodologies to de-risk the project

06
Corporate Communications: we can handle every aspect of your corporate communications in order to boost the chances of a receptive corporate ecosystem
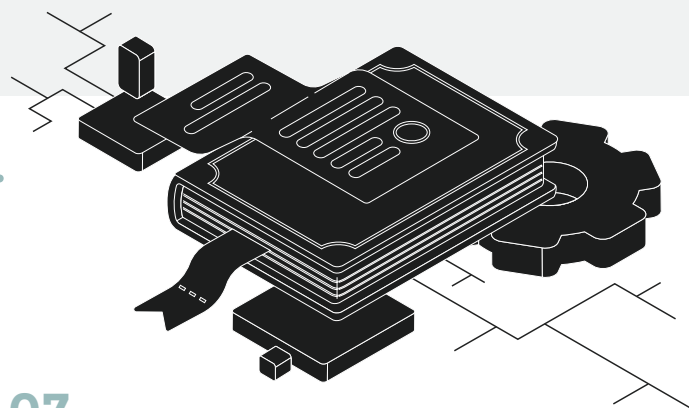
07
Team Membership Resourcing: we can augment or provide the resourcing support you need for your CLMS project

08
Key Knowledge Transfer: we provide you with what your stakeholders need to know in order for them to understand your program and become key supporters

09
Supporting Methodology: we use our own legal dept. methodologies, built on the same principles that drive legal team efficiency

10
Demonstrable Outcomes: all our assignments are linked to objectively measurable outcomes

11
Single Sourcing: our platform contains most of the resources you need for CLMS optimized performance

GET IT RIGHT, *FIRST TIME*

Make no mistake, a CLMS implementation is a "dye casting" moment which will have implications for your legal function and contracting processes for years to come.

Getting it wrong will be hugely expensive to unwind – and will typically entail at least 3 years of intense frustration.

Almost every aspect of the contracting function will be defined by the CLMS going forward. Hence, obtaining the knowledge you need upfront to make your CLMS journey a success is essential.
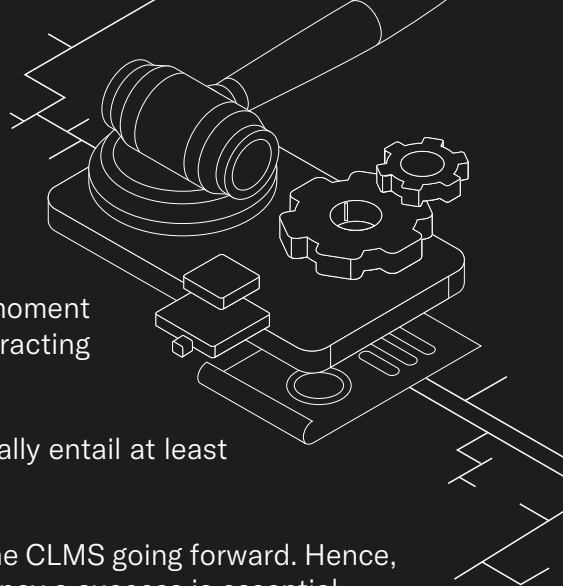
The 4 core elements of GLS support may be the key to your CLMS success:

1 INFORMED & OPTIMIZED:

The key to CLMS success is achieving a thorough understanding of the existing contracting environment. It will be critical to upgrade any sub-optimal feature of the existing contract ecosystem to avoid the CLMS "amplifying" those inefficiencies.

2 SOLUTION COMPATIBILITY:

Ensuring a high degree of solution compatibility with the processes and workflows that your IHL manages is critical. This requires the alignment of certain existing processes so that your CLMS achieves the greatest productivity outcomes.

3 PROOF OF CONCEPT:

A highly qualitative pilot phase that really puts your CLMS to the test. This should be a carefully designed test environment, with the objective being to try to "break" the system. If the system can't reasonably be broken, then you can confidently confirm that your expectations will be met in a "live production environment".

4 SYSTEMATIC ROLL OUT:

This involves a carefully engineered and efficiently managed full system roll out to your entire internal user community. This will follow closely on the heels of the successful piloting phase. This may involve roll outs in a staged manner, depending on the size and geographic disbursement of your user community.

SIMPLIFYING, *THEN SOLVING*

Our approach is to work with you to identify a compatible CLMS solution and help you develop a low-risk and realistic implementation plan for that solution.

The GLS methodology requires a systematic and logical approach to solution implementation:

01
Assessing Your Current State

02
Ensuring Your Readiness

03
Defining Your Requirements

04
Optimizing Your Contracting Environment

05
Shortlisting Vendors

06
System Demonstrations

07
Technical Specification Verification

08
Existing User Interviews

09
Security & GDPR Sign-off
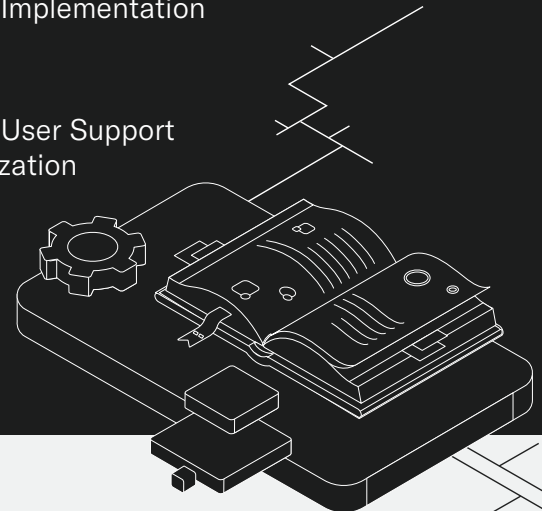
10
Success & Pitfall Focus

11
Piloting for Success

12
Detailed Implementation

13
Ongoing User Support & Optimization

CONTRACTING FUNCTION OPTIMIZATION

GLS makes market leading proprietary tools available - often for free - to all IHL teams that require help when defining what they need from a CLMS solution.

The GLS Legal Transformation Tube Map is a ground-breaking interactive tool that allows you to understand the functional anatomy of an optimized in-house legal department.

The GLS Transformation Tube Map is free for you to use and explore. You can explore our vision of an optimized contracting function to help your CLMS planning.

INTERACT DIRECTLY WITH A
WORLD CLASS LEGAL FUNCTION

We wrote the book on legal department transformation

GLS has authored GLS's Ultimate Guide to Legal Operations, giving unprecedented visibility as to how you can help transform your IHL team and drive your transformation agenda. We recommend this as your companion guide during your transformation journey.

You can download it **here**.

THE LEGAL OPERATIONS CENTRE
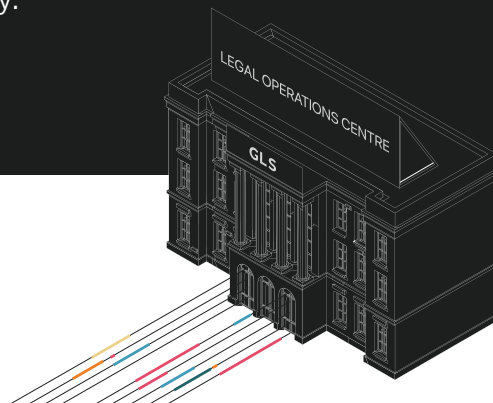
The GLS Legal Operations Centre ("**LOC**") gives you instant access to the resources that you need to optimize your in-house legal department.

What this means is that you can efficiently and cost effectively access the resources you need to "put your house in order" and upgrade any aspect of your contracting function prior to a CLMS implementation.

The LOC is the world's largest selection of tools, resources and disruptively priced solutions for in-house legal teams. Click here to explore the **GLS LEGAL OPERATIONS CENTRE**.

ARE YOU READY TO IMPLEMENT A CLMS INTO YOUR LEGAL DEPARTMENT?
GET IN TOUCH

The GLS Group is proud to provide legal transformation consultancy services and solutions that benefit in-house legal teams all over the world.

We would love to help your business as you explore CLMS solutions, and work with you to optimize your contracting function.

To learn more about how GLS can help you, get in touch here:
Book Your Free Discovery Call with GLS

Global Legal Solutions

www.gls.global