SIGNING

From template to signed employment contract

THE MOMENT

A new colleague starts on Monday. The contract is still somewhere between Word, HR and a signature.

Contracts generated per type and language, approved by HR, signed electronically and followed until they expire.

THE FLOW

1. **Generate** — Automatic
2. **Translate** — HR
3. **Approve** — HR reviewer
4. **Sign** — Automatic
5. **Process after signing** — Automatic
6. **Follow up** — Automatic

Blueprint BP-23	
SECTOR	HR
PROCESS	Signing
STARTS WITH	Contract data
RESULT	Signed contract
BUILDING BLOCKS	M-Files · dox42 · Nitro Sign

Audit trail · Version control

Recognise this moment?

Tell us about your own process. We look at it with you, without obligation.

DISCUSS THIS PROCESS
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