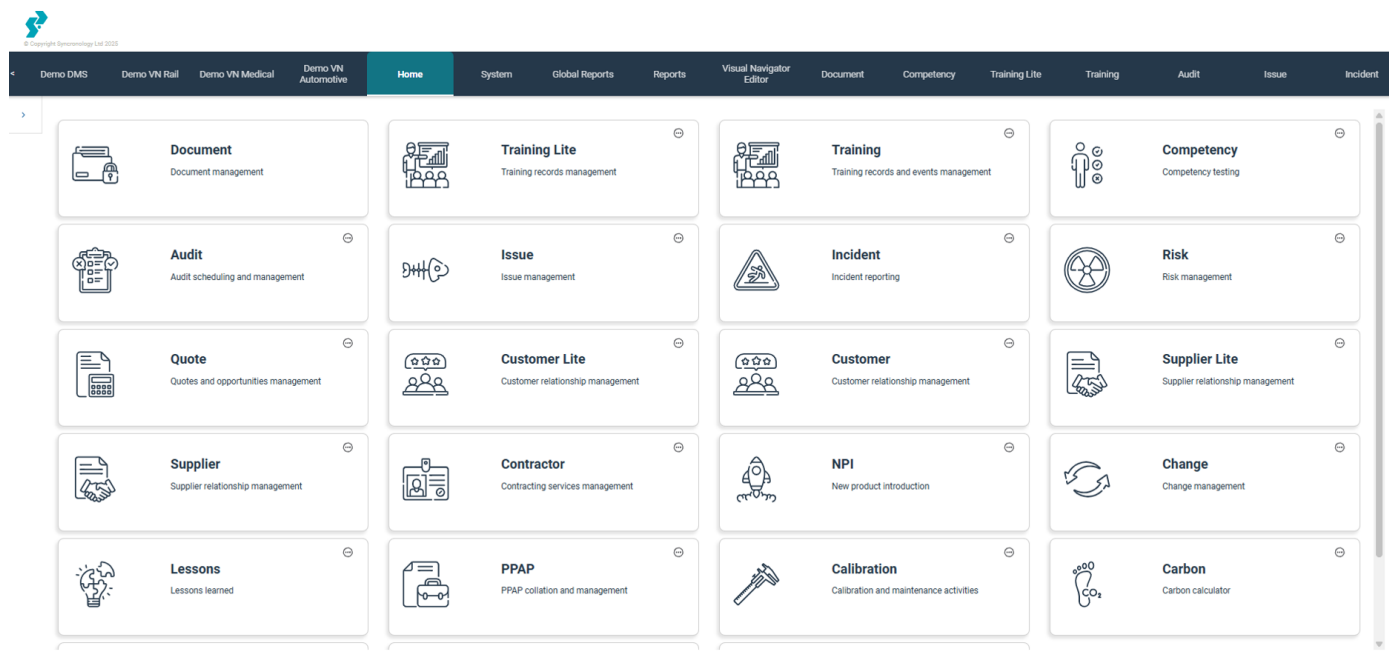
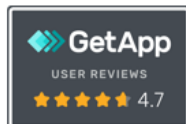


Introduction to Singlepoint



The one paragraph elevator pitch

Singlepoint is a rapidly adaptable no-code QMS and compliance platform that helps manufacturing and engineering businesses continually improve processes, reinforce a culture of compliance and drive quality from a single source of truth.

Modules Included

Document Management, Project Management, New Product Introduction, Customer Management, Supplier Management, Contractor Management, Issue Management, Change Management, Carbon Management, Incident Management, Risk Management, Audit Management, Training Management, Competency Management, Learning Management, Calibration & Maintenance Management, APQP Management, Lessons Learned Management, Radar Business Intelligence.

Key Features

Cost-effectively configure and adapt workflows

Our QMS software includes an intuitive and powerful no-code editor which allows users to build on top of our base compliance, health, and safety and QMS modules. Users can create their own bespoke workflows from scratch or engage our professional services team to deliver customised solutions. This flexibility ensures you can quickly adapt your QMS software to match business needs both now and in the future.

Seamless Integration

Singlepoint is built with integration in mind. Our platform includes a fully documented, open REST API framework that actively promotes seamless connectivity with third-party applications. This allows customers to easily integrate Singlepoint with existing systems and extend its capabilities across their digital ecosystem. From Microsoft's Power Platform applications to major ERP solutions such as SAP, Oracle, and Infor, Singlepoint supports a wide range of integration scenarios, enabling data to flow effortlessly between systems and unlocking new opportunities for automation and efficiency.

Engage every employee with the right information

Our unique visual navigator allows employees to rapidly access and easily navigate complex layers of information through an image-based interface. This visual display brings documents and processes to life within the context of an employee's physical working environment. The clean and accessible user interface ensures employees with any level of digital experience can quickly access key information. Singlepoint's native document control system also allows you to easily track and evidence employees that are engaging with the right version of every document, this can even be linked to competency and training matrices.

Define, organise, and track a single source of truth

Our comprehensive range of modules and customisation options ensures you can migrate any kind of existing process into a single, globally accessible system. This centralisation allows you to track every action to reduce compliance and audit risks while enabling continuous improvement throughout every aspect of your business. Singlepoint also provides complete control over access and permissions, allowing you to ensure the right information is available, to the right person, every single time.

Fair use licence policy

Our fair use licence policy is something we are extremely proud of. This means we will never lock you out of the system due to insufficient licence numbers, so if you have 5 licences, we will not stop the 6th user entering and using the system. We track your usage over a 12-month period, and this provides us with a true concurrent licence number. We find this approach is a much fairer way of licencing our products. This is a real unique selling point for us as it allows our customers to grow into the system without having to pay for licences that are not being used. In addition to this, it also allows our customers to trial additional modules without having to purchase additional licences straight away.

Deploy flexibly, integrate effortlessly

Singlepoint can be rapidly deployed on any infrastructure setup, whether that's on premise, private cloud, or public cloud, putting you fully in control of your data and security. We also have a range of billing options, from upfront purchase to SaaS subscriptions. Our flexible API setup also allows you to configure custom APIs to push and pull data from other systems to bridge the gap between siloed data and transform your QMS into a comprehensive source of information and insight.

Access business intelligence in real time

Our integrated reporting tool Radar BI offers an easy, affordable business intelligence tool for executives and business users, which connects to a multitude of data sources, including CRMs, ERPs and accounting systems. Information from any system can be displayed in a range of data visualisation elements using Radars' intuitive WYSIWYG drag and drop designer. Further support and customisation can also be provided by our professional services team.

Seamlessly migrate from any system

With rapid import capabilities, Singlepoint can import and process thousands of documents in hours rather than days or weeks. Metadata can also be pulled in en masse, ensuring you preserve vital information across a range of fields and formats. Our team is also on hand to assist at every step to ensure a smooth transition with minimal disruption.

Consolidation of Software Applications

Singlepoint offers the flexibility to design new modules from scratch, which can be used to manage specific in-house processes that don't have a standard module. In addition, one of Singlepoint's unique selling points is its ability to consolidate existing software solutions into a single application, providing an effective cost-saving solution for your business. This could include replacing existing legacy systems, some other examples include expense claim workflows, Purchase Requisitions, RFQ, and many more. The best part is that everything is in one place, with the same group of users, the same database, and all under one software subscription.

Expert UK support at every step

With over twenty years' experience in process improvement, our team is on-hand to support throughout the implementation process and ongoing development and support of your system. For businesses looking for customisation or process improvement support, we can provide consultancy, advice, and custom development resources at any stage of our partnership, from implementation to creating or updating additional modules and workflows.

System Visuals

singlepoint
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Welcome John Wells

EN CN RU US Logout

Visual Nav Template My Dashboard AGSS Objectives Review AGSS Sales & Marketing Excel Compare LMS AGSS Document Manager CRM Time Wise Innovation Hub Home Radar BI Image Map Editor Expenses Change Request Administration

Action Toolbar

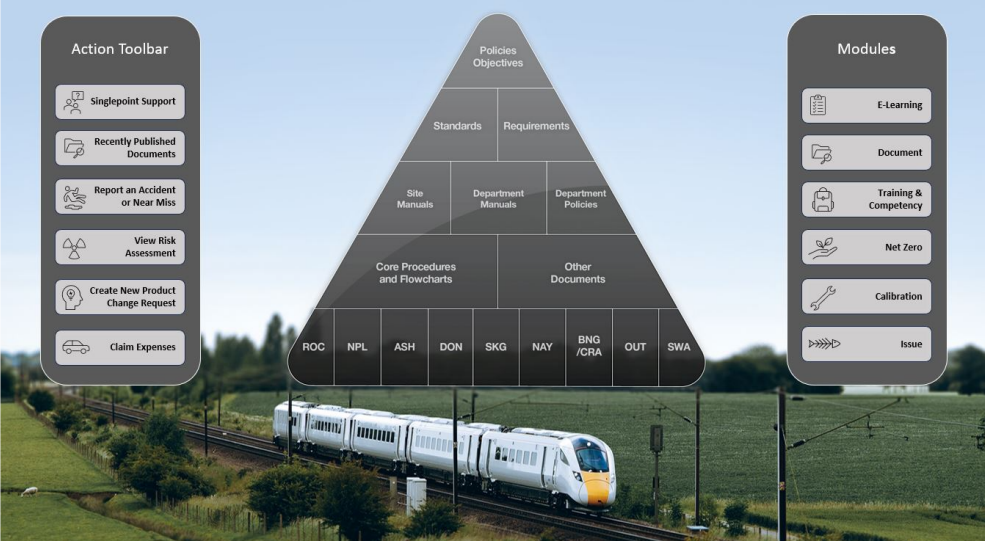
- Singlepoint Support
- Recently Published Documents
- Report an Accident or Near Miss
- View Risk Assessment
- Create New Product Change Request
- Claim Expenses

Modules

- E-Learning
- Document
- Training & Competency
- Net Zero
- Calibration
- Issue

HSEQ Management System Pyramid

- Policies Objectives
- Standards
- Requirements
- Site Manuals
- Department Manuals
- Department Policies
- Core Procedures and Flowcharts
- Other Documents
- ROC
- NPL
- ASH
- DON
- SKG
- NAY
- BNG /CRA
- OUT
- SWA



singlepoint
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Welcome System Account Administrator

EN CN GR DE ES JA PL FR FI Logout

Home Document Audit Issue Incident Risk System Visual Navigator Editor Administration

Entities

- Home (Singlepoint)
- Colab Agency Testing
- Visual Navigator Testing
- Audit
- Issue
- Incident
- Risk
- Quote
- Customer
- Supplier
- Contractor
- NPI
- Lessons
- PPAP
- Equipment
- Actions
- Tasks

My Actions

My Tasks

Resources

Updates

HSEQ Management System

- Environment
- Health & Safety
- Digital Data Management

HSEQ Management System Diagram

- HSEQ Records
- Policies & Objectives
- HSEQ Procedures
- Organisation & Resources
- Contractors & Suppliers Management
- Design
- Operational Controls
- Audits

Specifics

- Context of the Organisation
- Leadership, Commitment & Worker Participation
- Planning
- Support
- Operation
- Performance Evaluation
- Improvement



Document Manager Menu

All Documents

My Documents

My Workspace

Search

Categories

Department

Doosan 750

Engineering

Finance

Production

Quality

Sales

Document Type

Change Mould

Drawings

Manual

Policy

Requirement

Standard

Standard Operating Procedure

Work Instruction

Location

Open Documents

Management

Document Manager Menu / All Documents

Export

Work Instructions

Standard Operating Procedures

Change Mould

Policy

Manuals

Standards

Doosan 750

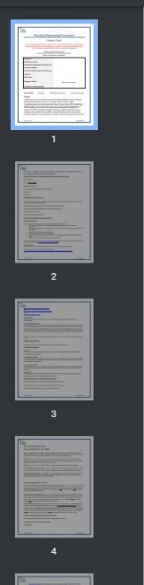
Number	Title	Owner	Modified By	Modified At	Published By	Published At	Version	
1	Maintenance-Work-Instruction	DMSDemoFullAccess Group	Paul Alston (Demo 1)	02-Feb-2023 18:34	Paul Alston (Demo 1)	24-Nov-2022 14:22	5.0	Pu
2	Work Instruction for Making Purchases	John Wells (Demo 1)	Paul Alston (Demo 1)	07-Feb-2023 11:53		10-Jul-2022 10:51	1.0	Pu
4	Small Construction Work Instruction	John Wells (Demo 1)	Paul Alston (Demo 1)	07-Sep-2022 15:15	Paul Alston (Demo 1)	07-Sep-2022 15:15	2.0	Pu
5	Safe Work Instruction Template	John Wells (Demo 1)	Andrew Holland (Demo 1)	27-Sep-2022 14:43		10-Jul-2022 10:53	1.0	Pu
1	Oven Standard Operating Procedure	John Wells (Demo 1)	Paul Alston (Demo 1)	08-Nov-2022 13:01		11-Jul-2022 22:36	2.0	Pu
2	DMS Standard Operating Procedure	John Wells (Demo 1)	John Wells (Demo 1)	07-Jan-2023 11:16	Paul Alston (Demo 1)	23-Nov-2022 10:30	4.0	Pu
3	Academic Laboratory SOP	John Wells (Demo 1)	Paul Alston (Demo 1)	06-Oct-2022 14:14		11-Jul-2022 22:37	2.0	Pu
4	SOP-Standard-Operating-Procedure	John Wells (Demo 1)	Paul Alston (Demo 1)	10-Jan-2023 14:42		11-Jul-2022 22:33	2.0	Pu
5	Laser-Standard-Operating-Procedures	John Wells (Demo 1)	Paul Alston (Demo 1)	02-Sep-2022 17:46		11-Jul-2022 22:38	2.0	Pu
6	SOP for Drinking Water Systems	John Wells (Demo 1)	Paul Alston (Demo 1)	07-Sep-2022 11:34	Paul Alston (Demo 1)	07-Sep-2022 11:34	3.0	Pu
7	SOP and Internal Controls	John Wells (Demo 1)	Paul Alston (Demo 1)	26-Jan-2023 14:22		11-Jul-2022 22:39	2.0	Pu

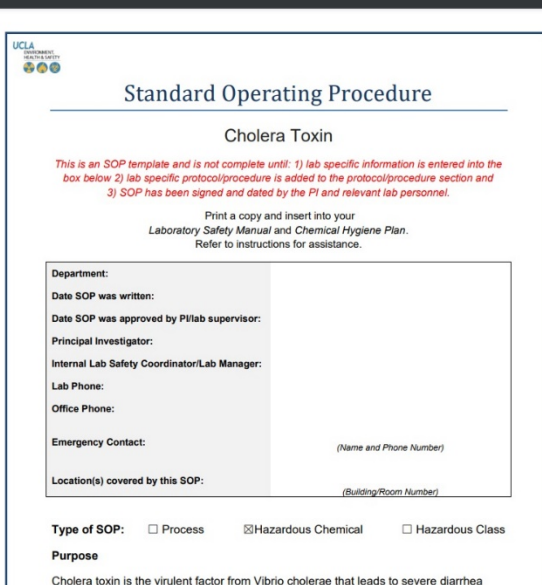
Document Viewer
SOP-Standard Operating Procedure
2.0

Attachments
Related
Original
Close

Standard Operating Procedure
1 / 7
100%

Two-page view
Annotations
Present
Document properties

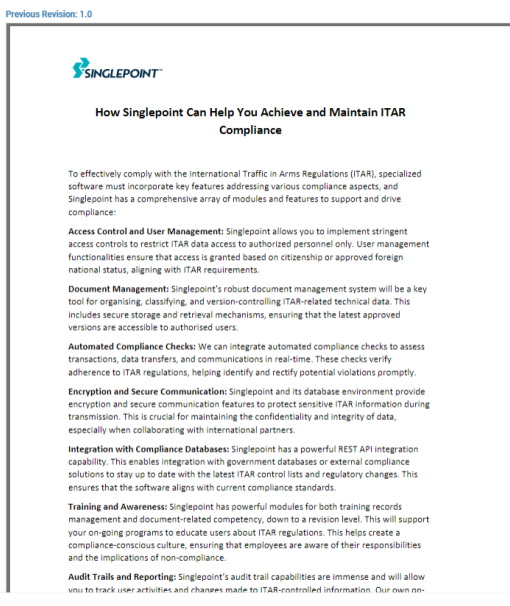




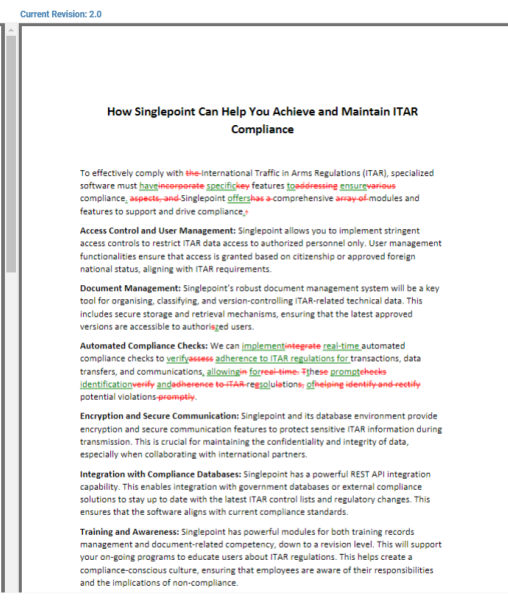
Revision Comparison

Previous Revision: 1.0
Current Revision: 2.0

Demo DMS
Document Manager
Open Documents
How Singlepoint Can...



Changes:
Text Deleted Page 1 'the '
Text Inserted Page 1 'have'
Text Deleted Page 1 'incorporate'
Text Inserted Page 1 'specific'
Text Deleted Page 1 'key'
Text Inserted Page 1 'to'
Text Deleted Page 1 'addressing'
Text Inserted Page 1 'ensure'
Text Deleted Page 1 'various'
Text Inserted Page 1 ''
Text Deleted Page 1 'aspects, and '



6 | Page

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Welcome John Wells (Demo 1)

EN CN GR DE ES JA PL FR FI Logout

Demo DMS Demo VN Rail Demo VN Medical Demo VN Automotive Home System Global Reports Reports Visual Navigator Editor Document Competency Training Lite Training Audit Issue Incident

Document Manager Menu < Open Documents / How Singlepoint Can Help You Achieve...

Open Documents +

How Singlepoint Can Help You Achieve and...

Route is not started

Information Watermark Notification Revisions Revision Settings Access Rights Categories Review Related Documents Related To Documents Issue/Change Requests Attachments Audit Trail

2.0 [Published] 1.0 [Superseded]

File Control View Revision Compare Changes Translate Workflow H

Status Published File Size 31999

Translate Revision

Translate to: Please select language... Translate

Summary Translated Documents

DELETE Revision

CHECK-IN Checked-In By John Wells (Demo 1) Checked-In On 31-Jan-2024

CHECK-OUT Checked-Out By John Wells (Demo 1) Checked-Out On 31-Jan-2024

Management

singlepoint™

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Rail Demo **Medical Demo** Automotive Demo Demo DMS Home System Document Customer Supplier Contractor Issue Incident Risk Audit Tr

singlepoint™

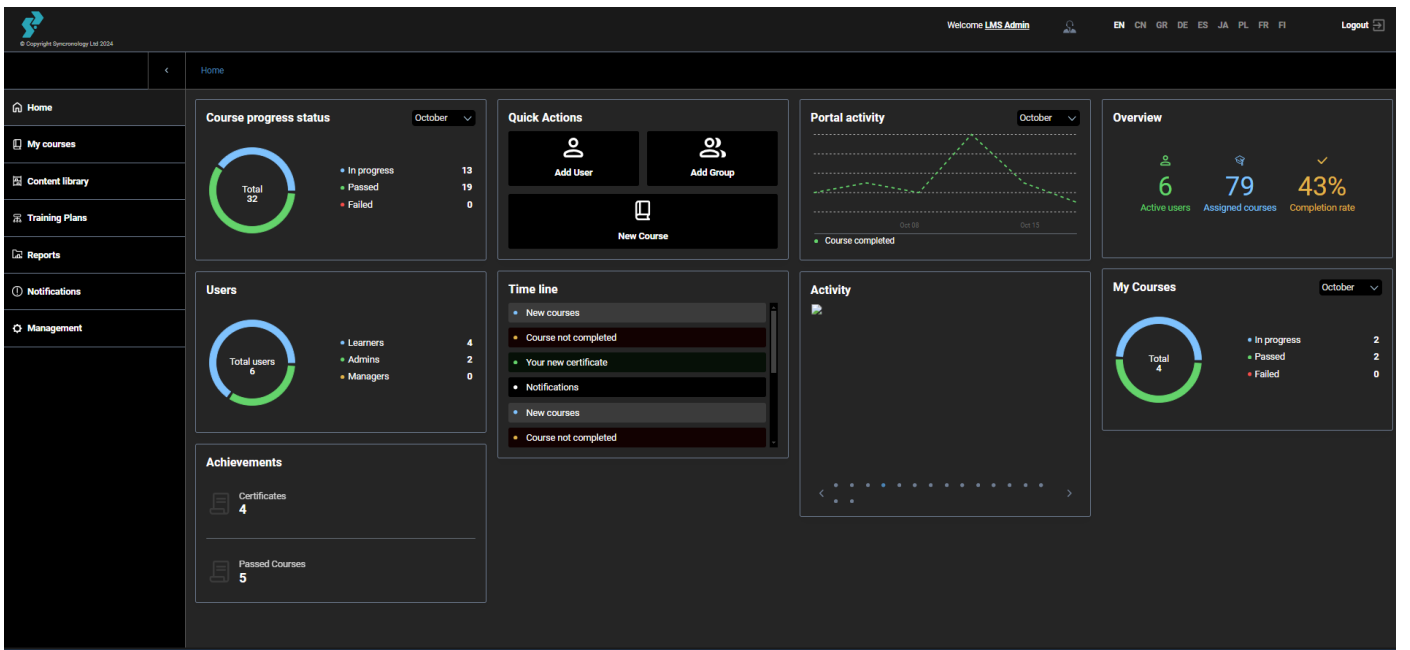
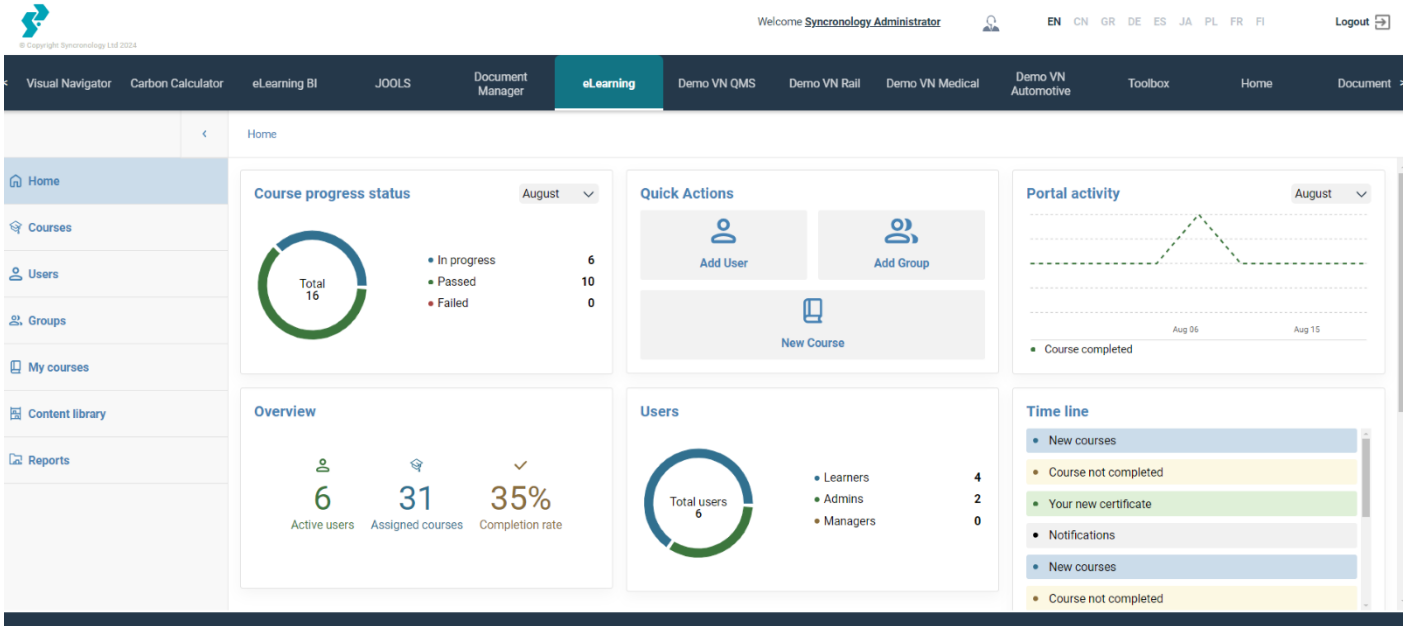
Modules Document Manager CAPA Calibration Audit Risk

Action Toolbar Report an Incident, Accident or Near Miss Raise Non Conformance Create New Product Change Requests Raise New Part Approval

Policies Objectives Standards Requirements Site Manuals Department Manuals Department Policies Core Procedures and Flowcharts Other Documents

Actions

QMS Standard Operating Procedure	SOP for Drinking Water Systems	Kanban and Finished Goods Review In...	Pack and Label Instruction	SOP for Drinking Water Systems	QMS Standard Operating Procedure
SOP-Standard-Operating-Procedure	SOP-Standard-Operating-Procedure	Material Inspection Instruction	Standard Level Finishing Instruction	SOP for Drinking Water Systems	QMS Standard Operating Procedure
SOP for Drinking Water Systems	Advanced Level Finishing Instruction	New Job Instruction	How to properly clean a tool steel mold	Operator On-going Inspections Instruct...	
QMS Standard Operating Procedure	Change Mould and Clean Instruction	Operator On-going Inspections Instruct...	How to level a machine	Advanced Level Finishing Instruction	





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Welcome **LMS Admin**



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Logout

Management / Training Plans / Senior Management Training Plan

Delete | Save | Close

Information Description **Learning Path** Access Rights

Courses Plans Properties

Select course

Drag and drop courses on the right space to create the training path.

Search course

- An Introduction to IS...
- Conflict Resolution
- Correct Headphone ...
- COSHH
- Critical Thinking
- Customer & Quote C...
- Customer and Quote...
- DMS - Document Re...
- DMS Management
- DMS Menu

Senior Management Training Plan

- Introduction to Leadership
- Conflict Resolution
- Junior Management Training Plan
 - Critical Thinking
- Add Plan/ Course

Modification info

If you change the plan, not all learners will receive changes because some are already enrolled in this plan

Document Competency Training

Entities

Dashboard - Issues

Dashboard - Issue Actions

My Issues

- My Issues (Open)
- My Issues (Closed)
- My Issues (Not Started)
- My Issues (In Progress)
- My Issues (Overdue)
- My Issues (Actions Pending)
- My Issues (Approval Pending)
- My Issues (Due For Review)
- My Issues (Due Soon For Review)
- My Issues (Notify Group)

My Issue Actions

- Issue Global Reports
- Issue Custom Reports
- Issue Resources
- Issue Management
- Issue Administration

Issue - Google Chrome

singlepoint.synchronology.com/StageActivity.aspx?CurrentObjectId=33829&MainObjectId=33829&CurrentEntityName=ISMT001&MainEntityName=ISMT001&MethodologyId=3004&RunNextStage=...

Issue

Issue id: 1495

Company: Synchronology Demo

Location: Preston

Priority: Low

Type: Internal

Raised by: Chamandeep Singh (Demo 1)

Owner: Chamandeep Singh (Demo 1)

Due date: 25-Mar-2024

Effectiveness: - please select -

Issue Details Images Checklist Attributes Containment Actions Root Cause & Analysis Corrective Actions Preventive Actions Approval Review Lessons

Image	Description	Uploaded By	Uploaded Date
	Damaged O-Ring	Chamandeep Singh (Demo 1)	13-Mar-2024 15:55

OK

singlepoint.syncronology.com/StageActivity.aspx?CurrentObjectid=1200&MainObjectid=1200&CurrentEntityName=NPI001&MainEntityName=NPI001&MethodologyId=3065&RunNextStage=false&StageProcessGuid=09f8209cbfe...

NPI Project

Project id: 1064 Start date: 16-Jan-2024
 Owner: John Wells (Demo 1) End date: 30-Apr-2024
 Description: Engineering change to a customer specification - JW

Users to notify:

Full Name	Departments	Job Title
Carrie Kriech (Demo 1)	Testing	
John Wells (Demo 2)	System	

Phase 1 Phase 2 Phase 3 Phase 4 Phase 5

Engineering Checklist

Details Attributes Issues Risks Costs Approval

☒ Approval required

Please select one or more users for each approval group:

Approval group 1 (Required): ☒ One approver must sign ☐ All approvers must sign

Approval group 2 (Optional): ☒ One approver must sign ☐ All approvers must sign

Approval group 3 (Optional): ☐ One approver must sign ☒ All approvers must sign

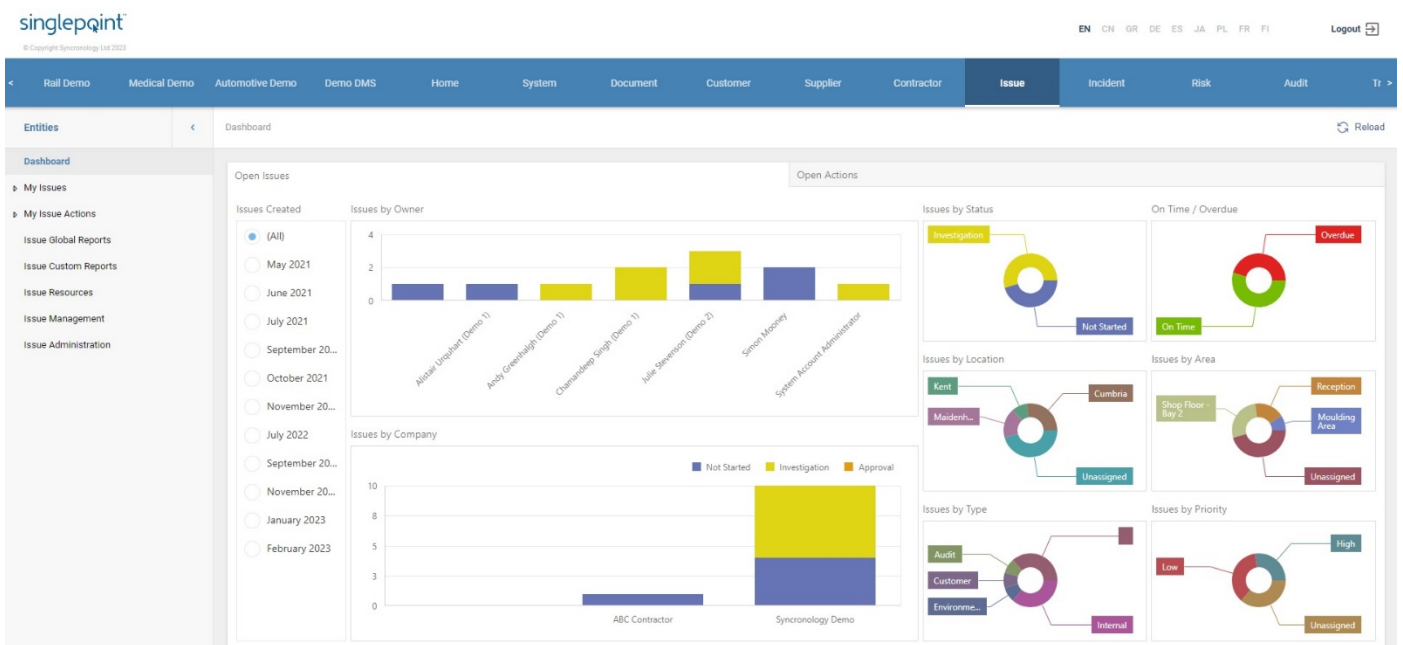
Select Existing

Full Name	Departments
Chamandeep Singh (Demo 1)	System

Full Name	Departments
Tom Rootes	Quality

Full Name	Departments
Andrew Holland (Demo 1)	Technical Services

Save Submit Cancel



ASTON MARTIN QMS INTERNAL AUDIT NON-CONFORMANCE REPORT AND RESOLUTION



Non Conformance Information			
Audit Date:	18/08/2023	NC Category:	Minor
Date NC Raised:	24/08/2023	NC Owner:	Chamandeep Singh (Demo 1)
NC Number:	2023_52_Prototype_Minor NC3	Containment Action Due:	15/09/2023
Clause	9.1	NC Closure Date:	
Guidelines for closure deadlines: NC Release = ASAP, Major NC = Containment 2 days, Closure 60 days. Minor NC = Containment 5 days, Closure 60 days. Lead Auditor has discretion to modify deadlines as necessary			
Nonconformity Observed (incl. Evidence)			
<p>When viewing the Electronic wash up board, current issue tracker 24MY. The following item was viewed – 'Item 98, powertrain, raised '27-07-21' Contained, open 70 days, Gearbox bracket' A One Pager was attached with information on the issue description but no information provided for containment and corrective action. When reviewing the ECMS concern linked with this item 'CN303398' the item was showing containment had been completed on 16/08/21 and fully approved. When reviewing further it was evident that items were closed with 1 pager's not being fully completed.</p>			
<u>Clause:</u>			
9.1 Monitoring, measurement, analysis and evaluation			
<p>The organization shall determine:</p> <p>b) the methods for monitoring, measurement, analysis and evaluation needed to ensure valid results;</p> <p>d) when the results from monitoring and measurement shall be analysed and evaluated.</p> <p>The organization shall retain appropriate documented information as evidence of the results.</p>			
Containment Actions			
How	Where	Who	When
Check that any containment action required against item 98 has been added to the containment tracker and affected vehicles have been highlighted	Prototype build docs Teams - Files - Containments - M1 24MY containment tracker	Chamandeep Singh (Demo 1)	26/08/2023
Check containment tracker for technician signoff initials and physically check remaining cars in build that containment action specified has been carried out	Prototype build area (Cars 6101,5421 & 6346)	Chamandeep Singh (Demo 1)	25/08/2023
Verified By	Date		
Chamandeep Singh (Demo 1)	26/08/2023		
Chamandeep Singh (Demo 1)	25/08/2023		

GT8380_002 Bracket Assembly



Project Start 23/11/2023

Enquiry No.	PO	PPAP ID
1130	23620	
Budget	Est. Hours	Act. Hours
£1033.00	139.0	0.0

TASK	OWNER	PRIORITY	START	END	% COMPLETE	DONE	BUDGET	EST. HOURS	ACTUAL HOURS	NOTES
Purchasing										
Overall Timing:- Start & End Date	Arran Ingram	Low	23/11/2023	23/11/2023	100	✓	£0.00	1.0		
Establish Project Budget	James King	Low	23/11/2023	23/11/2023	100	✓	£14.00	1.0		
NPF to Sage & PO raised.	Stephen Williams	Low	23/11/2023	23/11/2023	100	✓	£14.00	1.0		
Singlepoint- Upload all latest level drawings to Singlepoint	Morgan Bainbridge	Low	23/11/2023			✓	£7.00	1.0		
Drawing/Specification Review	Daniel Ingram	Low	23/11/2023	23/11/2023	100	✓	£14.00	1.0		
Evaluate Production Process and Capability	Daniel Ingram	Low	23/11/2023	23/11/2023	100	✓	£14.00	1.0		
Develop Quality Plan-PPAP Requirements-Raise PPAP	Daniel Ingram	High	23/11/2023				£0.00	4.0		
Review Post Finishing of Product	Daniel Ingram	Low	23/11/2023	23/11/2023	100	✓	£14.00	1.0		
Review Packaging	Jason Snowball	Low	23/11/2023	23/11/2023	100	✓	£0.00	1.0		
Gauge Design	Daniel Ingram	Low	23/11/2023	23/11/2023	100	✓	£7.00	1.0		
Manufacture										
Tooling Manufacture	Daniel Ingram	Low	23/11/2023				£14.00	1.0		
Production		Medium	23/11/2023				£140.00	10.0		
Welding/Plating			23/11/2023				£0.00	0.0		
Supplier PPAP Submission	Daniel Ingram	High	23/11/2023				£0.00	25.0		

Proof Points

Andy Smith (QHSE Manager) KRG Specialist Engineering Services

“Singlepoint has halved our administration cost in relation to time, reporting and management”

Cost of administration is massive as we all know, but what’s the actual cost?

Results from an internal study state, non-conformance costs us around £1,500 to process. Concessions and Technical reviews are about £600 each.

In the last six months of 2022 we raised,

- 51 NCR’s, cost of administration = £76,500
- 46 Concessions, cost of administration = £27,600
- 65 Technical reviews, cost of administration = £39,000
- Total Administration cost =£143,100

Singlepoint has halved the administration cost in relation to time, reporting and management.

At our last ISO 9100D audit, Issue Manager, Calibration Manager, and Audit modules were all audited and found to be fully compliant with the requirements of the ISO standards.

External auditors’ comments.

“The company has recently implemented a QMS system “Singlepoint” This will greatly enhance the effectiveness of the company systems with full integration across all functional areas, thus removing the need to maintain company spreadsheets and databases.”

The platform is saving us considerable time and administration when it comes to verifying our compliance obligations and providing audit trails showing compliance to those requirements.

Steve Stover, Analytical Development Manager at The Mentholatum Company (USA)

Since implementing Singlepoint’s DMS, TMC has seen substantial improvements, particularly in audit readiness and document management efficiency.

The system has been instrumental during various audits, including UL audits and company-specific audits, owing to its effective search functions, and streamlined document accessibility. The introduction of Global Document Property Groups (GDPGs) has significantly reduced the administrative workload, facilitating a smoother document registration process.

TMC’s transition towards a paperless workplace has been significantly accelerated by Singlepoint’s comprehensive features and user-centric design.

Singlepoint is very responsive to technical issues that may arise while utilising the system and is always open to ideas on improving the system. The Mentholatum Company would recommend Singlepoint to any company that is looking to move in the direction of document control, especially for those companies required to abide by cGMP and 21 CFR part 11 compliance requirements.

Irene Garcia, the Quality Systems Manager at Amcor Flexibles Winterbourne

Singlepoint keeps everything together nicely with all the previous versions. You can access the previous versions and also provide access rights. Operators can only view and print, whilst line managers have document access to change and obsolete documents.”

Now not everything is controlled by quality. Each department has its own section of documentation. It’s more departmental rather than quality trying to manage all the different documents we have.

I highly recommend Singlepoint to other organisations that require a robust document control system.

Paul Askew, Senior Document Controller at Hitachi Rail Europe (HRE)

“In summary, Singlepoint has been a huge leap forward for us. The tool is incredibly flexible and adaptable and has moved the business on immeasurably from where we were a couple of years ago. We have achieved more with the document control module than we thought, and it has also been great to deploy other modules within the suite such as the Audit Manager module, Incident Manager module and also the Engineering Change Manager module.”

Justin Holloway, SHEQ Manager, Bandvulc Group

“We implemented it a couple of years ago and our users felt that it made their lives easier, they could run reports themselves, they could see the advantages and the time saved. It is an excellent system from my point of view”

Nigel Cordiner, QA Supervisor, Metrol Technology Ltd

“Engineering changes used to be completed by each individual department and the corresponding paperwork would be filed by department as well. Now that everything’s in Singlepoint, we have one central repository, and we can find the change history without having to chase around departments searching for paperwork. Going paperless has also helped to save money and having a full history of changes means that when an audit falls, there’s no problem.”

Bryan Simpson, Quality Manager and Deputy General Manager, Kasai UK

“Singlepoint solves issues by providing traceability on document updates, approvals, and revisions, together with providing transparency on training completion rates and assessing competency. “

Sandra Morley, Quality Systems Engineer for United Language Group

“Easy to use screens have replaced lengthy input documents. On-demand, live data has replaced business critical information buried in spreadsheets”

Paul Tucker, Technical Manager, Coopervision (formerly Sauflon)

“Through training by Synchronology, I was able to modify the existing Permit workflow and have also made some changes to forms etc as user requests have come through. Without the training, we would have had to approach Synchronology for every change.”

Dave Beeston, Product Compliance Manager for Pactrol

“Since deploying Singlepoint to manage our customer complaint process, Sauflon has now moved from a slow, inefficient process to a dynamic, fully automated one. Easy to use screens have replaced lengthy input documents. On-demand, live data has replaced business critical information buried in spreadsheets. Visibility and efficiency have replaced countless hours lost to manually housekeeping the process.”