

PREMONITION SOFTWARE

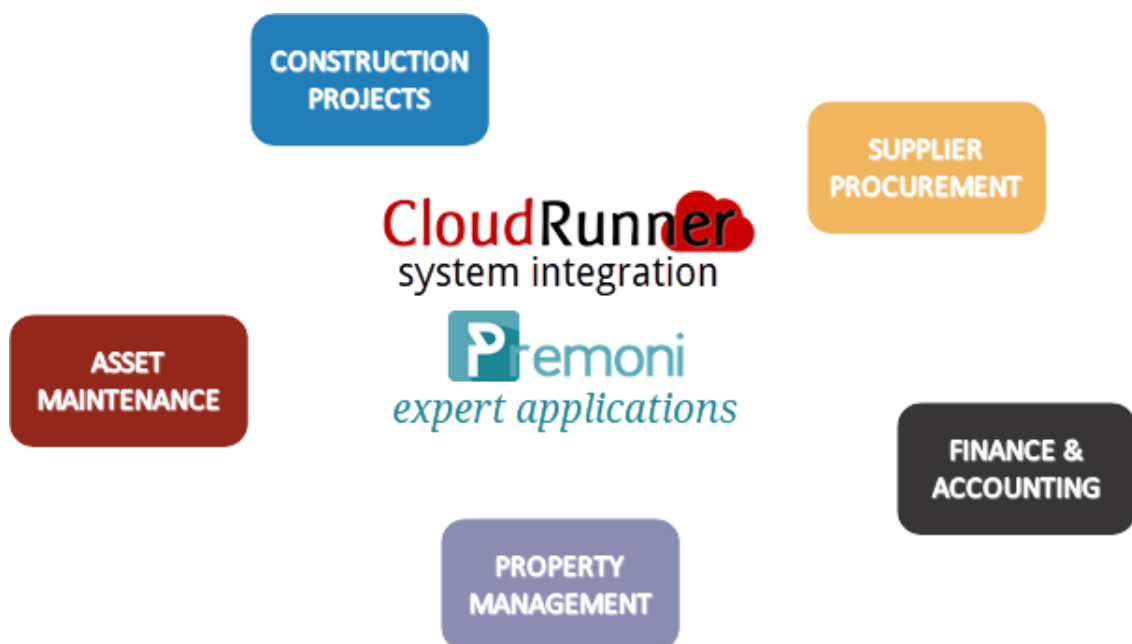
INNOVATIVE AND INTEGRATED SOLUTIONS

Premonition offers a range of flexible software solutions to support day-to-day property maintenance and project tasks. Our expert Premoni applications support the efficient control and management of repair, replacement and maintenance costs, supply chain payments and property documentation. We specialise in system integration and our in-house CloudRunner engine is constantly processing and analysing customer data and documents.

We focus on creating innovative and easy-to-use software that can nevertheless undertake complex tasks and calculations. All of our Premoni applications can be used independently or seamlessly connected with each other, and we can utilise our Cloudrunner platform to integrate with your enterprise property management and finance systems to create powerful solutions to specific requirements.

ENHANCE AND IMPROVE YOUR PROPERTY MANAGEMENT PROCESSES

Our products are designed to be used alone and together with your enterprise systems to provide efficient solutions for the less commonly supported and more complex challenges that property occupiers face. We can support many of the regular complex and laborious property-related tasks and processes - usually performed manually or not at all - whilst incorporating validation, tracking and online visibility.



PREMONITION SOFTWARE



STREAMLINE AND VALIDATE SUPPLIER INVOICE PROCESSING

Premoni Payments is an application designed to capture and validate your supplier invoice details, converting them to the correct digital format for importing into your finance system. Accessed online, it simplifies the process of invoicing for suppliers by consolidating individually approved amounts, reducing the total number of invoices that need to be raised processed, saving time and helping to eliminate errors.



- **An easy-to-use e-invoicing and invoice consolidation system**
- **Invoices are uploaded and stored for audit purposes**
- **Amounts are automatically validated during invoice submission**
- **Invoice and accounting data is collated for finance system posting**
- **The processing status of invoices is tracked and visible**
- **Payment reference data is searchable and exportable**

PREMONITION SOFTWARE

Approved amounts can be extracted automatically from your CAFM or IWMS system or be manually uploaded from a file, and if required, the invoice and accounting data can be automatically sent to your AP Team for processing.

SYSTEM FEATURES

INVOICE CONSOLIDATION

Multiple approved amounts can be combined into a single invoice

Batches of approved payments are consolidated by default to reduce supplier and customer invoicing workload. Accounting reference data is retained and is searchable and filterable. Invoices can be raised for any combination of individual payments, and the build up to each can be exported.

PAYMENT CONTROLS

Automated validation of approved net and tax amounts prevents errors

Values are checked as part of the invoice submission process, and since only validated invoices are forwarded on to the customer for payment, the requirement for checking contractor statements is vastly reduced. Approved amounts cannot be invoiced twice or accidentally left uninvoiced.

INVOICE STATUS TRACKING

The status of each approved amount and invoice is visible

The system provides a central and accessible repository for payments and invoices so that suppliers and customers are aware of progress. Historical data is searchable in case of queries, and each stage of the process is stored so that a permanent record is available to support financial audits.

PREMONITION SOFTWARE

FINANCIAL REPORTING

Automated chasing for documentation ensures completeness

With all your invoices and payment reference data conveniently stored and accessible, detailed expenditure reporting is conveniently available. This flexible system supports multi-currency, mixed tax rates, CIS allocations and credits, as well as multi-site comprehensive contract payments.

FAST AND FLEXIBLE SET UP

Configuration options enable a tailored fit for your business

Many aspects of the system are configurable so that you can integrate it seamlessly into your existing processes. Approved amounts can be automatically downloaded from your CAFM system, and invoice and accounting details can be provided in any file format to enable manual or automatic posting into your finance system.

VALUE FOR MONEY

Cloud-hosted with low subscription fees with support included

This fully supported, cloud-hosted application is a low-cost solution for small and large organisations with all-inclusive pricing covering unlimited users. System set up is handled by our expert support team and no formal training is necessary before getting started.



PREMONITION SOFTWARE

KEY BENEFITS

- Reduces the manual handling and checking of PDF invoices
- Low numbers of invoices required to be raised by suppliers
- Pre-approval of values reduces the need for credit notes
- Eliminates payment errors caused by manual handling
- Invoices are only processed if they match the approved amounts
- Invoice submission is simple and fast, and processing is efficient
- Reduces the requirement for checking supplier statements
- Provides a permanent audit trail and visibility of invoice statuses
- Supplier invoices and related data in one place and accessible

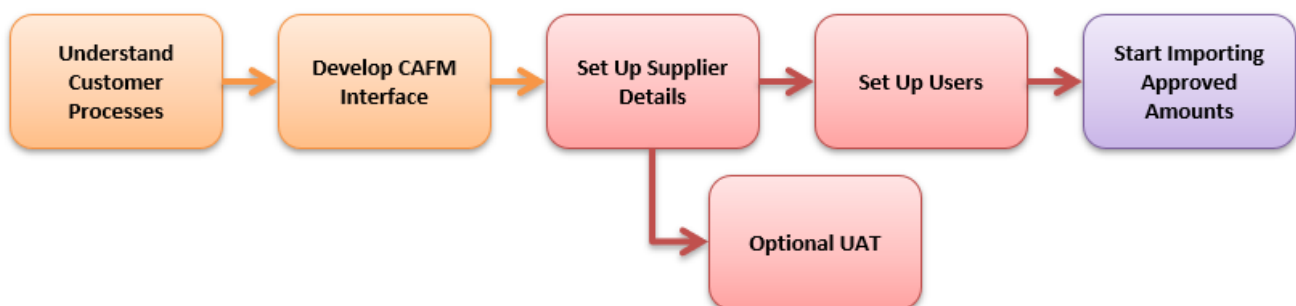
ONBOARDING

Premoni Payments is a cloud-hosted SaaS system accessed via a Browser over the Internet, and a CAFM integrated solution can be up and running relatively quickly.

Your technical account manager will work with you to understand your current processes, how your accounting data needs to be handled, and whether purchase orders need tracking. Whilst our experienced technical team will work directly with your CAFM system provider to enable automated extraction of approved payments data.

The system will then be configured in accordance with the customer's preferences, and supplier data is set up or imported ready for invoice matching by the supplier finance users.

If required, a Staging version of the system can be used for User Acceptance Testing and user familiarisation purposes ahead of imported approved amounts into the live system.

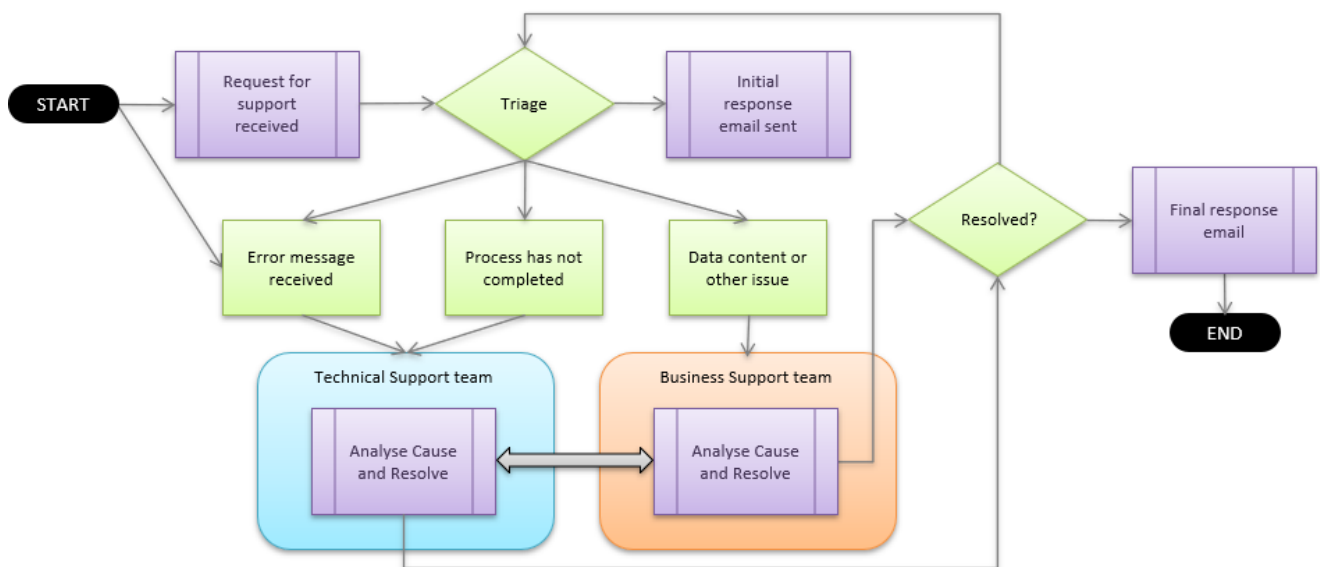


PREMONITION SOFTWARE

ONGOING SUPPORT

Premoni Payments is fully supported and our experienced team are not just there for when things go wrong. Customers and other users can contact the support team with any questions or for help with using the system. Minor configuration changes and user changes can all be requested via a support ticket.

Integrated solutions may require additional technical support, and we manage these cases via our support ticketing system:



Premonition aims to provide at least 99.9% system availability for Premoni Payments and software monitoring of the system and any related integration will create support alerts to enable proactive support wherever practicable.

Support, communication and liaison will be provided during the hours of 8:00 and 18:00 Monday to Friday UK time (GMT/BST), excluding public or bank holidays. Analysis and resolution of issues will take place between the hours of 07:00 and Midnight UK time (GMT/BST) 364 days a year (365 if a leap year), with no support activity on Christmas Day.

Premonition will work in good faith and apply best efforts in order to provide an initial response to any support request within the lesser of 12 hours or 4 working hours and will work diligently and in good faith to resolve support requests as quickly as possible and aims to resolve all issues within 24 hours, will provide regular updates on the progress of resolution, and will take all reasonable efforts to provide alternative solutions and workarounds in the interim.

PREMONITION SOFTWARE

BUSINESS CONTINUITY AND DISASTER RECOVERY POLICY

Premonition has considered the risk of a range of disasters and the implications on the business services provided to clients, and various policies have been adopted to mitigate the risk, extent and duration of business interruption in each case.

TECHNOLOGY

Premonition implements technology solutions adhering to certain business continuity principles:

- Premonition do not maintain physical servers: software is deployed via well-established cloud providers, following industry standards like ISO 27001 for their data centres and offering industry-leading availability guarantees
- All software is deployed to at least 3 geographical locations, such that a complete data centre outage in any one location would not cause disruption in service
 - If an outage affected more than one location, manual procedures would be followed to migrate to an alternative location or alternative cloud provider
- All data is backed up in real time across at least 3 locations either via database replication or a file storage service providing redundancy across multiple locations
 - Databases are also backed up daily to the same file storage service and stored long term, to safeguard against data corruption
 - Database structure is designed to be append-only such that a complete audit history is always available for analysis from a single snapshot
- All batch jobs are designed to be safely re-runnable, tolerant to intermittent failure of 3rd party services, with interim data files stored in a file storage service providing redundancy across multiple locations
- All environments are built from version-controlled scripts and securely backed up configuration files, such that they could be recreated from scratch in the event of hardware failure.

UK clients are served from UK data centres.

CYBER THREATS

The risk is reduced as far as possible due to the following:

- High awareness maintained across company personnel
- Information Security procedures are enforced
- Our production estate is deployed to multiple cloud providers and by fully automating this process we eliminate a whole class of human error
- We reduce the attack surface by avoiding administrator access to production and leverage best-in-class protection from our cloud providers' platforms
- Logs are monitored for security events and reviewed regularly for anomalies or unusual patterns
- Adherence to the UK Government's NCSC Cloud Security Principles.

Cyber Essentials Plus accreditation is maintained with IASME.