

Microsoft Office System — Solution Brief

“Chevron plans to use the 2007 Microsoft Office system to support our enterprise information management strategy and to help us more efficiently manage the enormous volumes of information created and shared daily across our many operating companies.” — Jeff Hagler, Software Delivery Team Leader, Chevron Corporation

Chevron to use the 2007 Microsoft Office system to reduce information management risk and costs and improve worker productivity

Situation

One of the greatest challenges Chevron Corporation, the fifth-largest integrated energy company in the world, faces today is how it manages the sheer volume of loosely structured data—an estimated 180 terabytes—being produced, stored, and consumed across its various businesses and operating companies worldwide. With more than 53,000 employees working across all aspects of the integrated oil and gas value chain from research and exploration to production, oil refining, transportation, and marketing, massive amounts of content and raw data need to be shared in order for the company to remain connected and operate efficiently in a highly competitive market.

Past efforts to address Chevron’s information management challenges by implementing a number of specialized document management solutions have left the organization with a complex operating environment that is neither comprehensive nor standard enough for enterprise-wide adoption. Employees often store critical data within their desktop files or e-mail accounts, making it inaccessible to others and creating opportunities for multiple versions of documents to be circulated. In addition, without a central location where information can be managed and tracked through its life cycle, Chevron struggles to meet internal and external regulatory compliance measures. The company aims to develop a solution that will establish a more consistent mechanism for how employees organize, share, and handle content across the organization.

Solution

As a participant in the Microsoft® Office Rapid Deployment Technology Adoption Program, Chevron plans to create a new, enterprise-wide content management system and integrated collaboration environment based on the 2007 Microsoft Office system, Microsoft Office SharePoint® Server 2007 and Microsoft Office Groove® 2007 technologies. Chevron will develop a centralized enterprise portal created with Office SharePoint

Server 2007 that will serve as a central document repository where all information can be stored and managed universally.

Chevron plans to use the offline file viewing capabilities of Office SharePoint Server 2007 for its 500+ terabytes of oil field earth and simulation models so that employees can have the latest information at their fingertips, even when working with limited connectivity in remote locations, such as Angola.

Chevron also plans to add Office Groove 2007 and Microsoft Office OneNote® 2007 to its infrastructure. Using Office Groove 2007, as geographically dispersed teams work on projects and gather data together, they will be able to work dynamically anywhere, anytime through a secure collaborative workspace where new activities and content updates occur automatically, bypassing the need to share documents through e-mail. Once employees connect back to the Internet, changes will be automatically synchronized, ensuring all parties involved in the project have the most up-to-date information. Additionally, shared note-taking using Office OneNote 2007 provides the ability for teammates to gather ideas and collaborate with each other in a more organized manner. Previously unstructured content can be stored in a SharePoint site so that it can become available as part of an official project record, critical to compliance needs and available for future reuse by teams.

Benefits

- To improve the quality of business decisions by making it easier to locate and retrieve relevant data
- To reduce costs by more efficiently managing data in a unified content management structure
- To improve productivity of knowledge workers with efficient tools for collecting, organizing and sharing data and information and working together dynamically, anywhere and anytime
- To improve regulatory and internal compliance by automating document archival and final disposition of corporate information



Fast Facts

Customer: Chevron **Web Site:** www.chevron.com **Country/Region:** Global **Industry:** Energy—Oil/Gas

Customer Profile

Chevron is the fifth-largest integrated energy company in the world, with 53,000 workers in 180 countries. Based in San Ramon, California, the company is involved in all aspects of the oil and natural gas industry.

Software and Services

- The 2007 Microsoft® Office system
 - Microsoft Office SharePoint® Server 2007
 - Microsoft Office OneNote® 2007
 - Microsoft Office Groove® Server 2007

Business Situation Summary

Chevron wants to create a more cost-efficient information management system to improve content management, decrease the use of e-mail for storing large documents, improve worker productivity, and improve compliance with document retention policies.