



*One of the largest manufacturers in the U.S. image enables core systems to accelerate paper-intensive processes with Anacomp capture and docHarbor Online*

One of the largest manufacturers in the US, this firm is a leading industrial holding company, serving the transportation, industrial, construction and energy markets. The company operates five distinct business groups: Rail, Railcar Leasing and Management Services, Inland Barge, Construction Products and Energy Equipment.

### **The Situation:** The need to leverage core ERP, HR and AP systems to streamline operations across disparate business units

The manufacturer's business groups operate as distinct units, each of which process, file and store large amounts of paper documents.

As is the case with many large corporations, each of the manufacturer's business group accounts payable (AP) departments became overwhelmed with invoices and supporting documents that were routed through and between their divisions. With the high volume of incoming documents, the company needed a streamlined operation in which invoices were directly integrated into its Oracle Financial accounting system.

Each group's human resource (HR) departments was also battling massive amounts of paper documents generated from its workforce of over 10,000 located in 300 offices. Employee files, benefits, pension plans and specialty trade licenses needed to be easily accessible throughout each employee's tenure. The HR departments needed on-boarding information to be expedited for new hires and integrated with the manufacturer's PeopleSoft system that was already implemented throughout the company.

The manufacturer desired to expedite and improve customer interactions, easily availing the proper documentation being exchanged. The company's energy group, for example, sought an online repository in which key documents could be uploaded to clients' websites to help ensure quality manufacturing processes were followed and proper components utilized.

Its rail group's purchasing department was continuously routing supplier purchase orders and

contracts for review and approval. With terms and conditions constantly changing, the group was mired in documentation pertaining to third-party manufactured mechanical parts essential for fabrication and leasing.

### **The Solution:** Anacomp document capture and online document management

For a solution to its needs, the company turned to Anacomp, a leading business process solutions company with 40 years of experience in managing customers' paper-intensive operations. To automate and accelerate its business groups' operational needs, Anacomp created a solution that combined its document capture services with its robust online document management repository, docHarbor Online, to scan, capture and host more than 55 million images. Over 50 document types were targeted for scanning, with ranging in size and even in material from card stock to onion skin.

For its AP departments, accelerating procurement-to-payment processes, avoiding penalties and taking advantage of early payment discounts were the central objectives. First, Anacomp scanned and archived all AP documents dating back to 2003, and made these easily accessible through docHarbor Online. Anacomp also facilitated the transition of all invoice data entry through an offshore process, which included scanning incoming invoices and creating a custom application to enable a streamlined payment process. A key part of the solution included integration with the company's Oracle Financial system to help ensure timely invoice approval and payment.

For the company's HR departments, docHarbor Online was integrated with the manufacturer's PeopleSoft HR platform and utilized to host sensitive documents.

Anacomp leveraged docHarbor Online for the rail group's purchase orders and leasing certificates, and also designed an application empowering the company to personalize purchase order documents and enable its suppliers to log in and retrieve purchase orders and accept terms and conditions.

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DocHarbor Online was also utilized by the firm's energy group to archive manufacturing and quality records for secure storage and easy retrieval, and to help ensure product quality on fabricated structures.

**The Results:** Easy document access, accelerated processing and reduced storage space

Thanks to Anacomp's document capture and hosted document management solution, which has "imaged enabled" its core ERP, AP and HR applications, the manufacturer has seen significant automation and streamlined processes for its document-intensive business transactions.

For its AP departments, procurement-to-payment processes are now significantly accelerated, and the instant online accessibility of invoices has made any type of audit or verification easy, and has saved time and resources.

For its HR departments, employment records are now easily accessible for instant verification by the appropriate individuals throughout the company, eliminating the retrieval of forms and maintenance of stored hard copies. DocHarbor Online has imaged enabled the company's PeopleSoft HR platform and enabled the group to get more value from it.

The company's rail group is now able to ensure all vendors are operating within compliance and has limited liability on rail car components. With its agreements archived in docHarbor Online and easily available as needed, the unit's now-streamlined document process has empowered the group to be in complete control of its workflow.

Leveraging docHarbor Online, Anacomp developed a process to allow the company's energy group to easily comply with the documentation requirements of its major clients, such as General Electric (GE). In the process, selected information can be extracted from documentation and merged into a PDF file for upload onto GE's product website. The resulting solution enables the group to provide a higher level of customer service to this crucial customer.

Finally, by converting paper documents into streamlined electronic content, Anacomp was subsequently able to drastically reduce the amount floor space dedicated to cabinets and storage throughout the company.

**Anacomp Inc.**

With 40 years of experience and a passionate commitment to client services, Anacomp partners with its customers to help them realize the full potential of their business processes at the lowest total cost of ownership.

Possessing one of the world's largest document repositories, Anacomp captures and hosts billions of documents while meeting the most stringent security and availability requirements for enterprise and government customers across the globe. The company leverages the information infrastructure of multiple robust, reliable and secure data centers to provide document, data and BPM services and solutions.

Anacomp also offers its renowned systems design, deployment, training and support of such solutions.

Conversion  
and COM

Enterprise  
Information Capture

Online Document  
Management

Business Process  
Management

Litigation Support

Services