Faster with paperless processes: VCK Logistics SCS Projects GmbH now handles all delivery notes digitally

VCK logistics *supply chain solutions*

Customer
VCK Logistics SCS Projects GmbH

Industry
Logistics

Founded
1993

Headquarters
Düsseldorf

Services
- Warehousing
- Project Logistics
- High-Tech Transport
- Distribution Logistics and more

Website
www.vcklogistics.com

Partnership with Canon
4 years

Overview

For many logistics companies, manually handling delivery notes still means a significant administrative and time burden. Canon introduced a digital workflow for delivery notes at VCK Logistics SCS Projects GmbH in Düsseldorf, which relieves employees from paperwork, enhances process quality, and most importantly, represents a big step towards fully automated operations.

Bottom Line

Process Optimization
Streamlining administrative and time-related tasks for processing delivery notes and invoices with a digital workflow.

Relief
Less paperwork for staff and fewer errors when capturing documents.

Simplification
Clear interfaces, automated processes, and streamlined workflows.

Cost Reduction
Noticeable cost savings thanks to shorter processing times, boosting overall business efficiency.

" VCK Logistics SCS Projects GmbH launches the digital delivery note

Canon

Challenge

VCK Logistics SCS Projects GmbH is a member of the VCK Group in Düsseldorf, specializing in customized transport logistics for project and contract solutions in the mobile communications sector. Incoming shipments are repackaged and sent out to mobile network sites. In the past, delivery notes for all incoming shipments were stored manually in folders; for further shipping, all delivery notes were copied and attached to newly assembled shipments. As business grew, this process became increasingly time-consuming, leading to higher error rates that soon became unacceptable. Whenever there was confusion or a delivery note was misfiled, searching the folders turned into a major drain on time. "So we set out to simplify the process of

The goal was to streamline internal delivery note management through digitalization. "We also wanted to make our outbound goods processes faster and simpler," explains Jacqueline Klippel, Manager Projects & Sourcing at VCK Logistics SCS Projects GmbH. The plan was to scan and dispose of delivery notes after removing them from shipments. The scanned documents would then be automatically matched to orders and stored in a document management system, allowing staff to continue processing shipments seamlessly. "We also wanted to be able to provide our customers with this data for their final archiving needs after shipments were sent," adds Klippel. With about 400 outgoing shipments per month, creating an annual volume of around 360,000 delivery note pages, the company expected a significant boost in the speed and efficiency of processing and booking delivery notes.

Solution

After a thorough market review, VCK Logistics SCS Projects GmbH opted for a Canon solution powered by IRIS Xtract OCR software, which forwards business process data directly to the Therefore document management system. The first step was to eliminate manual data entry and delivery note filing. Once scanned with a professional Canon document scanner, all relevant delivery note information was automatically captured. With a simple click, each transaction within the bulk files was separated using digital divider sheets. These document sets were then sent to IRIS Xtract for analysis. Through a

Approximate delivery note volume

360,000

per year

With automated importing, shipment data from another system at VCK Logistics SCS Projects GmbH is matched with the scanned records. Any documents that aren't recognized are checked individually by staff. "Completed transactions are transferred to Therefore workstations via a standard interface for permanent storage and processing. From there, they're available for further handling," explains Albrecht Hermann, Product Manager at Canon Germany. The implemented solution now also processes incoming PDFs. Multi-page delivery notes in TIF format are scanned directly into a new import folder for IRIS Xtract and are ready for editing. The process has proven so effective that now almost all delivery notes are received digitally, and scanning on-site is only needed in rare cases. "The improvements convinced us to take things a step further and digitize invoice processing as well," adds Project Manager Klippel. "This would speed up internal assignment and cut down the manual handling as documents move through departments. That's why we expanded our solution with Canon to cover incoming invoices too," says Jacqueline Klippel. The annual volume of incoming invoices is around 12,000 pages.

> " " Digitizing documents helps eliminate error-prone manual processes and speeds up internal workflows. This adds real value for businesses.
>
> **Albrecht Hermann**
> Product Manager, Information Management
> Canon Germany GmbH

Canon's solution has made our internal delivery note processing much simpler and faster, providing significant relief and improvement for us as a logistics company. By digitizing our processes, we're able to offer our customers and recipients quicker service and strengthen our position in the market.

Benefits

With the Canon solution, the staff at VCK Logistics SCS Projects GmbH now handle all preliminary invoice checks relevant to bookings and the final processing of each invoice. The workflow function automatically starts once the data record is saved in Therefore, signaling that processing can begin. Reviewed and approved records are then forwarded to the accounting department.

"The entire workflow now saves us the time and money we set out to, and the process quality has improved significantly," notes Albrecht Hermann. Data is sent straight to accounting through the Datev interface for immediate posting. Capturing the remaining delivery notes from third-party suppliers has also become much simpler thanks to the powerful Canon DR scanner as an additional hardware component. The predefined index fields for each

delivery note are now filled in automatically. Since various standards and formats are being scanned, capturing by specific keywords and numbers makes it possible to speed up data entry exactly as needed.

"It's much easier now to collect data within the system. Thanks to our digitized processes, we've been able to accelerate this service substantially," says Jacqueline Klippel. "Working with Canon on this project has convinced us of the advantages of document digitization. We plan to roll out this solution to other departments as well."
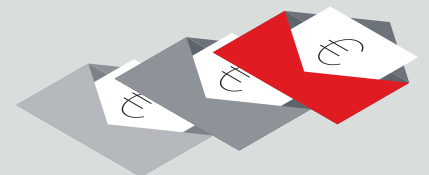
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" Our digital workflow saves us time by reducing paperwork and speeds up our processes significantly.

Jacqueline Klippel
Manager, Projects & Sourcing
VCK Logistics SCS Projects GmbH

Canon