

Case Study:

Digital Contract Management: Jungheinrich no longer stacks paper



The market leader in the field of intralogistics lacked a digital contract management. Arcplace implemented a solution that saves Jungheinrich AG a lot of time and space. All contracts are created, processed and stored centrally and electronically using an Enterprise Content Management (ECM) platform. Time-consuming searches for information are no longer an issue, processing times have been shortened and the physical archiving of paper is no longer needed.

Initial situation

At Jungheinrich, new contracts were sent as PDFs to the accounting department after they were signed. There they were checked and the associated information was noted in an Excel file. The original contract was stored physically in a folder. The lack of a central digital filing system made it difficult to search for information, and the paper archive required a lot of space and cost money. To improve the time-consuming and costly process of contract management, the company turned to Arcplace.



Efficiency gains when searching for information



Central document storage in uniform quality



Reduced burden on internal areas



of location, which in turn makes it easier and faster to search for information. Contracts entered in the system are archived automatically, which means the physical filing of paper documents has become obsolete. The flexible and scalable platform solution OnBase can be expanded and therefore also used for other use cases throughout the company in future.

“We didn’t want to have paper anymore, and we didn’t want to spend hours searching for information.”

Marcello Leuci, Head of IT at Jungheinrich AG

Solution

The ECM solution that was implemented is based on Hyland’s leading platform OnBase, which enables the highly efficient electronic management of contract documents. New contracts are entered directly by the contract manager in the contract categories predefined by Jungheinrich, during which all associated documents and information can be assigned. The solution is completely web-based and offers authorised persons access to the records at any time, regardless

Results

- Time-savings, as contracts can be found faster
- Proactive monitoring of renewal and expiry dates
- Location-independent access to the process and documents
- One central digital archive
- Space saved thanks to the elimination of a physical filing system
- Expandable solution thanks to the use of leading technologies