

**Factories and warehouse information management with ViciDocs ECM**

Unilever is an Anglo–Dutch multinational consumer goods company. Its products include food, beverages, cleaning agents and personal care products and it is the world's third-largest consumer goods company measured by 2012 revenue.

Unilever NAME (North Africa Middle East) established a Centralized Processing Center in Dubai for processing the Accounting transactions related its various factories/warehouses across the Middle East.

As per this process, designated officers (Site Liaison Officers) from each of the seven locations collect the invoices from the suppliers; gets them approved by the respective Unit managers first and then dispatches them to the central cell by courier for further processing.

At the Centralized cell also, the officers follow a process of entry, approval and verification before the data is finally posted to SAP. ViciDocs ECM was implemented here along with a powerful offline capture and a custom-built .Net based workflow tool.

With this, each of the SLOs use Pronto to scan invoices received (barcode recognition integrated for automatically giving a unique control number to each invoice) and they can also index the invoices with some predefined index parameters. Once this is done, the SLO can connect to the central server (running ViciDocs ECM) to automatically synchronize and upload non duplicate invoices to the server with the data.

At the centralized cell, a browser based workflow is automatically initiated and the users route the invoices through designated approvers and verifiers for the respective invoices through the workflow before posting the data into SAP. All along, users can give comments and place annotations on the Invoice document.



**Business Needs/Issues:**

- Accounting documents in physical form leading to high dispatch costs and huge turnaround times.
- Documents being processed multiple times resulting in financial losses and waste of manpower.

**Benefits for Unilever:**

- Reduced turnaround time for invoice processing.
- Improved control over documents received.
- Improved productivity and efficiency in approval process.
- Ease of operations for executives at Central processing Cell.
- Mechanism for avoiding duplicate payments.

**ViciDocs ECM for Unilever:**



**For a quick scan to see what we can do for your organisation please contact us.**