ARXivar Logistic
Document and Process Management for the Logistics and Transport Sector

ARXivar is a **modular and flexible Information & Process Management software platform** that allows you to archive and organise large volumes of documents and automise any type of process.

ARXivar guarantees the security and confidentiality of your documents, in compliance with **ISO/IEC 27001** standard requirements.

Process Mapping

Performance measurement

Continuous improvement

Changes and improvement

Decisions and collaboration

Management of accounts payable and receivable
Claims management
POD and POC Management
RFQ management
Supplier qualification management
Quality System Management

Platform Features

• Multi-company and multibranch
• Modular and scalable

Document Management

• Centralised and organised archiving
• Data sharing
• Traceable document activity
• Digital storage compliant with legal standards

Process workflow

• Definition of activities that involve the process
• Automatic activity allocation

Monitoring and Reports

• Logistic flow tracing
• Predicted time monitoring

ARXivar
ACTIVATE your business

www.arxivar.it

Management of Accounts Payable and Receivable

Demand
Optimise the management of accounts payable and receivable for invoices previously managed manually.

What has been achieved?
The ARXivar platform has been integrated with the client AS/400 system and configured so as to capture accounts payable and receivable automatically. In addition, a supplier approval process has been implemented. Today, the company can rely on 5 dedicated and ARXivar-integrated scanners. Using Spool Recognition, the operator is able to capture automatically the information contained in the accounts receivable documents and transform them into a barcode label that replaces the stamp required according to current legislation.

Results
In six months, more than 60,000 invoices have been recorded and digitalised and the time devoted to document searches has been reduced, benefiting other company activities.

Supplier Qualification

Demand
Manage the vehicle and service supplier qualification process stages based on specific rules.

What has been achieved?
ARXivar has enabled the implementation of the entire database of various types of qualification documents, whose compulsory status is managed by means of a series of rules controlling: supplier operational region, type of supplier and any other features.
Document collection is guided by a management workflow, calling into operation dozens of users based on the branch of the person who made the qualification request.

Results
Supplier qualification times have been drastically reduced with the subsequent freeing up of resources from data cross-referencing, which is now entrusted to ARXivar.

Refund Administration Management

Demand
Automate, control and optimise the receipt and processing of refunds. The paper documents (received via fax, portal or over the counter) were gathered and managed manually for data entry into the system.

What has been achieved?
Once the refund documents have been scanned and assigned an identification number of the refund applicant, the system has all the data available to open a task and start the workflow of refund management. The procedure is based on a connector between an application in use and ARXivar and recognition via barcode in the case of paper documents. This workflow enables the automation of entire direct, indirect and corporate group refund procedure management processes.

Results
There has been a reduction in the manual workload of office workers and improved level of service to the end user. The risk of operator error has been reduced, thanks to automatic data verification. The refund payment times have been halved.

Invoice Attachment Management

Demand
Centralise and automate the whole process of acquiring documentary evidence to attach to invoices and obtain a control summary.

What has been achieved?
Through a prior in-depth study of the various channels of acquisition of documentary evidence, a procedure was prepared for all the areas involved. Every piece of evidence can be traced back to a specific operator for a specific journey through interfacing with the incoming and outgoing management system. At the time of sending the invoice via link, the system gathers all the documentary evidence for every single invoice.

Results
The documentary evidence recovery and email preparation times have been drastically reduced, together with the risk of misplacing or mixing up documents.

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