



## **Breedon Aggregates streamlines proof of delivery management with FileBound and PSI:Capture**

### **The Company**

Breedon Aggregates Limited is the largest independent aggregates business in the UK after the five global majors. It operates 27 quarries, 18 asphalt plants and 41 ready-mixed concrete and mortar plants in England and Scotland, employing more than 800 people. The group has strong asset backing, with nearly 200 million tonnes of mineral reserves and resources in the UK. They have two fully-integrated autonomous businesses, in England and Scotland, each with its own management team.

### **The Problem**

Breedon Aggregates needed to improve their delivery ticket (POD) and electronic sales invoicing processes. Signed delivery tickets were being bought back by drivers to 5 separate locations across the UK, and after consolidation at the Head Office, were being sent to an external service provider for scanning. This created a delay of up to 3 weeks while tickets were scanned and recorded resulting in a delay in payments from customers if proof of delivery was required. If delivery tickets were lost during transport between offices and the service provider this could result in payment being withheld, as there was no proof that a delivery had been made to a customer.

Breedon needed a more robust process that was under their control and would reduce delays in recording delivery tickets to no more than a day or two. In addition, they needed a way of sharing the delivery tickets internally and with external customers.

Lastly, the process of producing electronic invoices needed streamlining. A run of sales invoices would be sent to a single PDF file, printed, separated, put into envelopes and posted. This was not only laborious but also very costly. A way of automating the separation of invoices and automatically emailing them to customers was needed.

### **The Solution**

Breedon Aggregates looked at several options, including partial outsourcing and a complete in-house solution. To give them greater control of the process they decided to adopt the Datafinitivity in-house solution consisting of PSI:Capture for scanning and automated indexing and FileBound for document management.

Delivery tickets are now scanned daily at each location, using Kodak network scanners. A network folder for each site is monitored and scanned images are imported by PSI:Capture. The delivery ticket's number is read using OCR and a database lookup to their accounting system validates the number and retrieves additional index data.

Images are then converted into text-searchable PDF and stored in FileBound along with search metadata for fast retrieval. Delivery tickets can now be viewed, printed and emailed through a web browser by any staff members or customers that have a login and password to the system.

Sales invoices are also imported by PSI:Capture, split into individual documents, identified and emailed directly to the customer, eliminating the need for printing, enveloping and posting.

By implementing the Datafinity solution, PSI:Capture for automated data capture and FileBound for storing and managing documents, Breedon Aggregates have saved a significant amount of time and money, improved information accuracy and enabled instant access to delivery tickets and customer invoices for both internal staff and external customers.



Delivery tickets are scanned at each site using Kodak network scanners

PSI:Capture uses Advanced Data Extraction (ADE) to locate ticket number and retrieves index information from accounting system

Delivery tickets are converted to text-searchable PDF and stored with metadata in FileBound for retrieval

## Solution Components in Summary

Capture Software:

Document Management Repository:

Output Formats:

Scanners:

PSIGEN PSI:Capture Enterprise

FileBound Onsite

Text-searchable PDF and Index data

Kodak ScanStation 500 Network Scanners

## About Datafinity Ltd

Datafinity delivers cost-effective, leading-edge document management and data capture solutions for companies that need to improve the efficiency of business and document processes within their organisation. By providing a combination of innovative market leading technologies and years of experience in document management solutions, Datafinity can help improve efficiency, save cost and enhance customer service whilst achieving a fast return on investment.

## About PSIGEN Software, Inc.

PSIGEN is the innovative leader in advanced capture applications, and helps organisations convert content into managed digital assets. Their largest customers include service providers, business process outsourcers, and major corporations with significant customer concentrations in financial services, healthcare, manufacturing and retail.

## About FileBound

FileBound Document Management Solutions are designed, developed, and marketed through a network of authorized Value Added Resellers by Marex Group Inc., a dynamic, privately held corporation with business interests in the content management industry and internet application development. The FileBound mission is to develop and deliver solutions consistent with its core values which are innovation, commitment to excellence, and