

By using an integrated document management solution, HARIBO has been able to streamline its processes and improve service in many offices around the world. Bulky folders were replaced by direct access to documents on the screen.



**Wolfgang Breuer, DMS Project Director,
HARIBO - Bonn, Germany,
praises the cost and time savings:**

“DocuWare is a key building block of our IT strategy to integrate software applications across our worldwide subsidiaries, reduce costs and simplify the exchange of ideas.

Thanks to a central document pool and faster workflows, our employees have considerably more time for their core tasks.”

HARIBO



Location: Germany
Industry: Manufacturing
(Food Processing)
Deployment: On-Premises
Department: Company-wide

HARIBO, the world's leading manufacturer of fruit gummies, licorice and foam sugar products, was founded in 1920 in Bonn, Germany. Today, they employ 7,000 people worldwide in several production and sales locations. In addition to the Gold Gummi Bears that are their flagship, they have the MAOAM, Bären Schmidt and HARIBO Chamallows brands that make up this family business's product range. In order to maintain such a global market position, it is necessary to work effectively in all areas. The use of a modern document management system is essential for HARIBO.

The main factors for choosing DocuWare were the easy integration into their IBM System i (AS/400) and the expertise of the nearby partner/system house. Their DocuWare Partner was faced with a particular challenge: replacing an older DMS and migrating several million documents as smoothly as possible. The requirement profile for the new solution was clearly defined. All documents required for day-to-day business – such as customer correspondence, delivery slips and invoices, purchasing and logistics documents as well as payroll accounting records – were to be captured centrally and made available to authorized employees at the push of a

button. The aim was to extend and standardize established workflows in a meaningful way. Further goals included expanding worldwide use with simultaneous connection of all company subsidiaries to the digital archive; a simple data and document migration process; as well as the automatic indexing of all documents. Direct availability of archived documents from the ERP application also needed to be ensured.

Fully automatic archiving of thousands of documents daily

All departments were successively converted to the new DMS, while existing documents were transferred from the old archive to DocuWare. Today, logistics, product development, purchasing and sales, quality assurance and the entire finance department are linked to the central corporate document pool.

Another important application area is the human resources department, which means handling particularly sensitive data. Since DocuWare has a special high-security mode, the solution also meets the requirements of IT managers here. An integrated workflow is also used, mainly in product development, marketing, purchasing, production, quality assurance and research labs. This significantly shortens workflows.

“Our paper archiving system had long since reached its limits. The advantages of a central document pool that houses related documents - no matter what type - with automatic indexing have been enormous.”

“Due to the positive experience at our headquarters in Bonn, we quickly decided to use DocuWare at our subsidiaries in England, France and Austria.”

Each day, several thousand documents are electronically archived at the Bonn headquarters alone, most of which are multi-page documents. The storage of mass data created with the ERP solution - such as lists, delivery documents and outgoing invoices - in the central document pool was fully automated. DocuWare supports dozens of document types. Paper documents are captured centrally using three high-performance scanners and also filed automatically by DocuWare. As a result, the staff can call up and edit all the data that is important for their area at any time - searching through folders and covering long distances between offices is a thing of the past.

Happy world - offices without mountains of paper

The comprehensive use of DocuWare creates synergy effects that quickly became noticeable. The benefits for individual employees, no matter in which area of the company, are obvious - because time-consuming searches are no more. Instead, the desired documents are now available at the touch of a button. This improves various

workflows in the company and has led to a significant increase in performance and quality, for example in customer service. Ultimately, the DMS project also meets HARIBO's general obligation to continuously optimize processes and group procedures. A further step towards modern IT was the introduction of SAP and the seamless connection of the central document pool to this extensive business/finance solution.

"With the DMS, tedious searches are now a thing of the past. At the touch of a button, the desired documents are available on the screen."



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