

## THE COMPANY: Movi s.p.a.

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Movi Spa is a company that has national distribution of exclusive high-tech medical devices (medical equipment, surgical instruments and diagnostics, disposables) and offers technical assistance to sold equipment. The main hospital specialties are: surgery, urology, obstetrics and gynecology, anesthetics, diabetes and intensive care.

Movi Spa is the regular supplier of most Hospitals, university clinics, private nursing homes and various agencies throughout Italy and annually participates in all major sector conferences.

Some other services: Tenders and Quotations, Orders and Customer Support, Logistics, Technical Assistance, Quality Management, Environment and Security, IT Centre, Finance Administration and Control.

## THE NEED

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In order to achieve its aims, Movi Spa makes use of about 120 collaborators including managers, executives, employees and technicians, including a double network of 50 external sales agents, present in all regions of Italy.

The commercial structure is organized in two operating divisions: Scientific Equipment and Biosystems with sales managers, product manager and product specialists to support their customers.

The need of Movi Spa is to have a single and integrated document management system, from numbering management to workflow processes. The project is complex for both

types of processed documents (invoices, orders, certificates), the various processes involved as well as its size.

The volume of handled documents will grow at least 20% by implementing the new system and involving new areas. We need to replace the old processes and business workflows where the numbering of documents and their sending and reception is manual.

Each area inserts manually a barcode on each document and also manually sends documents to different offices: a very complicated and expensive system, in terms of time and resources.

Movi SpA expects from the new document management a deep change in the way of working: the elimination of paper registers, the application of Numbering according to law, substitutive archiving and management of documents, mail as the main communication tool, digital signatures, but above all the setting of the entire document cycle, from its receipt, with the definition of time, roles and responsibilities. The ultimate goal is the elimination of paper and the activation of a complete workflow system involving all company areas.

## THE SOLUTION

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ARXivar is the solution proposed to Movi for Document Management. ARXivar allows customers to store in one system any type of information: Office documents, mail, faxes, paper documents, drawings, films, music, pictures, printing spools, etc..

It allows you to manage the security, the workflow, the distribution, digital signature, sending, receiving, approval and web publication of documents of different types: supplier orders, customer orders, supplier invoices, order confirmations, by organizing and linking them, in order to create Dossiers.

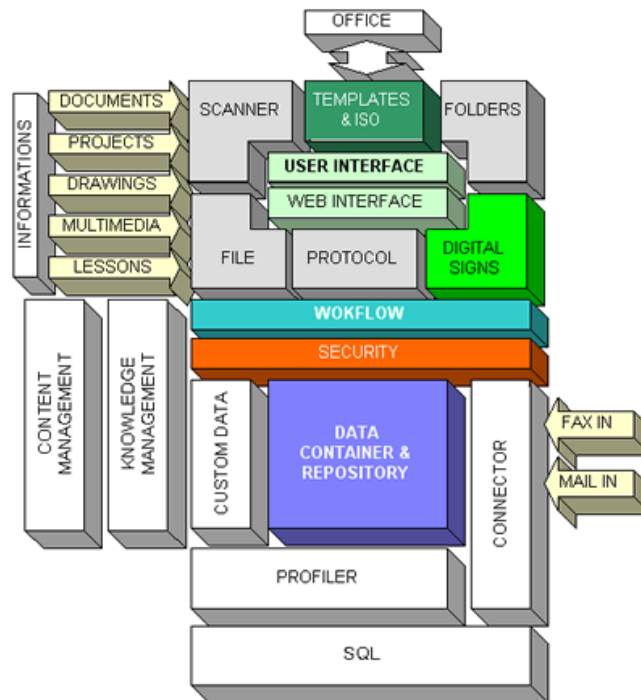


Figure 1 – ARXivar architecture

ARXivar has also become the only point of departure for creation of company documents, good for certified companies (ISO 9000).

This document management system has fixed the creation of documents according to company standards, optimally managing the various versions.