

**COMARCH** **ECM**



## **IMPLEMENTATION OF COMARCH ECM**



## NESTLE WATERS

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Nestle Waters is a leading manufacturer of bottled water (it owns brands such as Nałęczowianka and Aquarel). The company continually expands the spectrum of its products, making sure that only springs of the highest quality are used. The highly

diverse and original range of the company's brands has been appreciated by both customers and experts – as evidenced by numerous awards, including the SuperBrand title, which Nałęczowianka won several times.



INDUSTRY:  
**FOOD INDUSTRY**



NUMBER OF EMPLOYEES:  
**55-200**



HEADQUARTERS:  
**WARSAW**

## BUSINESS NEEDS

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The main objective of Nestle Waters was to streamline and align business processes related to the area of purchasing inside the organization (the Procure-To-Pay area), especially by eliminating paper document workflow and minimizing the work and time required for decision-making processes. The company demanded, in particular, a guarantee that data and documents would be well secured and that controlling costs at each stage of the purchasing process would be possible.

Having analyzed these needs, a decision was made to purchase the Enterprise Content Management (ECM) system.

## SOLUTION

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The solution based on SharePoint Server 2007, a corporate standard in the global Nestle Group when it comes to internal systems. Comarch suggested using the SharePoint platform along with dedicated, original ECM components to support content management in the purchasing area. The suggested solution was compatible with the existing technology stack and it fully met the business requirements of Nestle Waters.



Operating based on the SharePoint platform, the original components of Comarch ECM implemented at Nestle Waters can be divided into three functional modules for supporting purchasing processes: the purchase order module, the delivery recording module and the invoice workflow module. The solution provides full, comprehensive management of Procure-To-Pay processes for the entire Nestle Waters across two company branches, eliminating paper document workflow in the purchasing process. Every day it is used by over 100 business users.





## IMPLEMENTATION

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Implementation of the system was preceded by a thorough verification of Nestle Waters needs and by analytical meetings with Comarch specialists so that a consistent model of the company's procure-to-pay processes and the final shape of the system could be developed. The implementation included configuring the SharePoint platform as well as installing and adapting original Comarch ECM modules.

The project involved implementing cost control mechanisms using the 3-way matching approach. The system monitors the correctness of purchase order amounts, deliveries and the related invoices and then it reports all the discrepancies.

### THE FOLLOWING MODULES WERE IMPLEMENTED:

- a module that permits reporting and approving demand (the demand workflow process, resulting from the creation of a purchase order) a module that permits recording the delivery of materials/performing services related to the purchase order placed.
- the purchase invoice workflow and approval module, which permits connecting the invoice with the demand reported and the delivery recorded.

In the case of purchase document workflow and approval, the approval path is determined dynamically, based on the approval matrix in the company's internal structure. This makes it possible to automatically indicate the people responsible for approving/assessing the specific steps of particular processes in line with the internal rules of Nestle Waters.

The system was installed and launched at Nestle Waters headquarters. Comarch continues to provide assistance and system maintenance services, as well as services involving further development of the system and consulting related to the use of the SharePoint platform and Comarch ECM components.

## BENEFIT

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### HIGHER TRANSPARENCY

of decision-making processes due to audit data (history of flows)



### SUPPORT OF A SYSTEM AND THE ENFORCEMENT

of new purchasing procedures through the workflow and the business logic included in the system



### BETTER COST CONTROL IN THE COMPANY

both before (purchase order) and after (invoice) the cost is incurred



### FASTER PROCESSING

of cost documents due to workflow mechanisms



### MORE EFFECTIVE PROCURE-TO-PAY MANAGEMENT



### REDUCED LABOR INTENSITY

due to automation of manual tasks for instance through the elimination of paper document workflow



### FEWER ERRORS

as a result of implementing the business logic in forms, a consistent record of suppliers, synchronization with external data



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Nestle Waters objective was to support and align its business processes related to the area of purchasing inside the organization (Procure-To-Pay), and to eliminate paper document workflow. The supplier had to provide a solution compatible with the existing IT structure and integrate it with the IFS system. Comarch's products matched the required technology stack and the ECM components made it possible to achieve the desired business objectives.

**Jacek Korczykowski,**  
IS/IT Manager and Market Purchasing Coordinator  
at Nestle Waters

## ABOUT COMARCH

For 22 years, Comarch has been a producer and supplier of modern information systems, which streamline business processes through the use of technology. One of the important elements of the offer addressed to the largest enterprise is the Enterprise Content Management system. It is used by manufacturers, retailers, and financial institutions in 33 countries around the world. Comarch is trusted by leaders of various markets, such as Valeo, Technicolor, CEMEX, Rossmann, Eurocash, Valeant and Biomed. The completeness and flexibility of this solution allows you to increase the efficiency of the organization through automated capturing of data from various sources, efficient document management and optimisation of business processes including planning, monitoring of the status, and reporting. Lower costs, efficient time management, increased control over documents, processes and employees, as well as increased security and easier access to information, are just some of the advantages of this Comarch solution.