

INVOICE SOLUTION

# BKS



**Challenge:**

- » Digital and automated processing of incoming invoices
- » Replacement of old system for invoice processing

**Solution:**

- » Invoice release only in SAP
- » Archiving of invoices and workflow log in an optical archive

**Benefits:**

- » High degree of automation
- » Flexibility in process design and performance
- » Transparency and clarity
- » End-to-end review of legal requirements as laid down in Article 14 of the German Value Added Tax Act



## Up to 50 percent of automatic posting in the processing of incoming invoices

Winner, first on target! This is what many companies would like to claim about themselves when it comes to problem solving or the implementation of new ideas. BKS GmbH can already lay claim to this fame with some poignant developments. Be it the invention of the first panic lock or the round cylinder for the construction of security locks: the most noted German manufacturer in the field of locking technology has been one of the innovation drivers in this industry for over 100 years.

In the meantime, BKS is part of the Gretsch-Unitas group which supplies overall solutions for window and door technology, automated access as well as building management systems. Those who have innovation in their genes also use forward-looking technologies in other areas to remain pioneers. With the implementation of AFI Invoice from the house of AFI Solu-

tions, BKS relies on future-proof, digital processes in the processing of incoming invoices with SAP. The result is a high degree of automation that ensures maximum transparency and efficiency.

**With the right questions to the best solution**

BKS already had a product for the automated processing of incoming invoices in use which did not meet the requirements in the long run. This is why the challenge was to find a more suitable system.

The finance department came up with a clever combination of key questions to sift out the best solution. AFI Invoice scored highest in the selection process and immediately convinced the entire group. After the successful implementation at BKS, the solution was also rolled out wit-

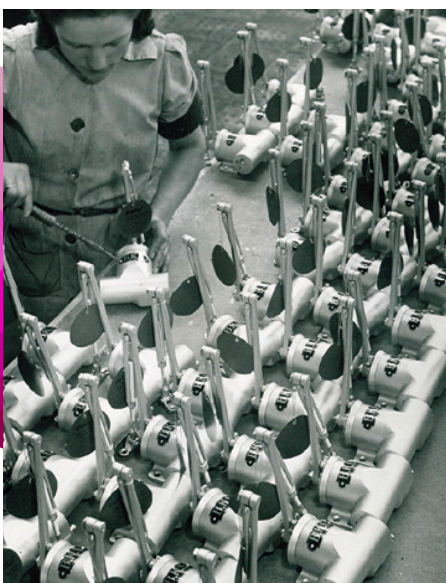
hin the Gretsch-Unitas group. The project manager responsible for AFI Invoice at BKS also speaks in high terms of the daily support provided by the Stuttgart-based software manufacturer in comparison to the old solution: *"It was important for us that the capturing and classification of invoice data from documents and SAP be managed from a single source. This is where AFI Solutions also scored highly."*

**Capturing, recognizing, automating**  
The finance department at BKS is lean and this is why a high level of automation is essential to keep processing costs as low as possible. The company receives invoices both postally and by e-mail. With the AFI Solutions e-invoice module, PDF attachments directly arrive in the SAP system after validation. Information from the paper documents are automatically read out

by an OCR after scanning and post processed in the validation where necessary – verification as laid down in Art. 14 of the German Value Added Tax Act takes place at the same time. Afterwards, all invoices received are immediately visible in a central pool directly in SAP before they make their way into the various workflow processes.

The project manager highlights the benefits of transparent processing:

*“Capturing and processing of incoming invoices with AFI Invoice is fast and automated. Not only do we benefit from the efficiency but above all from the transparency. Documents are available interdepartmentally – this means that the controlling department can access finance documents for example. Furthermore, I can see the current processing status of each invoice at any time and provide information immediately. With the AFI solution, I now have more information at my disposal in a clear and current manner.”*



*Production of door closers in the early years*



*The famous panic lock*

## Digital invoice process: crossing the finish line

Due to numerous attributes of an invoice, BKS's workflow environment is relatively complex. A distinction is made between two document types: FI invoices without purchase order reference and MM invoices with purchase order reference.

By means of additional criteria, both invoice types set different processes in motion. There are a lot of process scenarios due to the numerous criteria that invoices can meet at BKS. An invoice with order reference alone can be divided into »goods receipt available« or not. Different workflows will follow depending on the result.

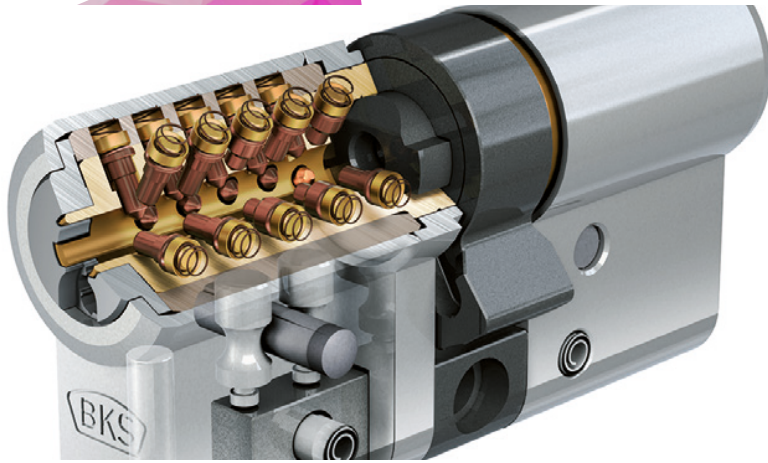
At this point, the project manager also highlights the option of making small adjustments in the system single-handedly: *“What we really like about AFI Solutions is the option to adjust the solution single-handedly in certain areas. We work with the Agent SAP Table for the payment release for example where value limits for individual employees can be defined. These value limits can be adjusted single-handedly if necessary. We do not generate unnecessary*

*programming effort and simply implement what we need.”*

Based on experience with the previous system for the processing of incoming invoices, BKS had already established processes which could be optimized with the AFI solution according to the project manager: *“We have actually managed to refine automatic processing of incoming invoices with AFI Invoice so that we can save two to three clicks in some parts. With around 20,000 invoices per year at our location alone, this optimization becomes noticeable of course. For example, documents that the accounts payable department cannot assign to an account automatically end up in controlling via workflow. Depending on the task, the controlling employees are automatically assigned and no longer have to be selected manually.”*

## Automatic posting: unbeatably fast and secure

The workflows function flawlessly on the basis of a sophisticated rule set. If an invoice fulfills a 100 percent of nine predefined criteria, it is posted automatically. There must be no price or quantity deviations, all invoice items must have a purchase



The locking cylinder for maximum safety

order reference and the VAT should be clearly recorded. BKS has actually increased automatic posting tremendously with the new solution according to calculations of the project manager: *“With AFI Invoice, automatic posting is relatively high by now. Invoices without purchase order reference (FI) are not processed automatically. However, over 40 percent of invoices with purchase order reference (MM) are automatically posted - almost a third of our total invoices. Saving of time that should not be underestimated.”*

Digital transformation opens doors to new possibilities. The project manager recognizes future-proof options in the product range of the solutions provider to expand the company-wide digital strategy:

*“With a view to future challenges, we like that the product range also includes solutions for the optimization of purchasing and sales. Our parent company Gretsch-Unitas has already opted for another AFI Solutions product for the automation of incoming order confirmations.”*



BKS GmbH is internationally renowned for manufacturing locks, locking cylinders, locking systems, object and escape door safety devices. From individual locking cylinders to large series, the focus is on competitive added value and high quality in production. In the parent plant in Velbert/Rhineland approx. 590 employees work in development, production and administration on a modern production area of approx. 60,000 m<sup>2</sup>. On 8 May 1903, foreman Adolf Boge and locksmith Fritz Kasten founded the Rheinische Türschließerfabrik in Solingen. They developed a door closer that allows doors to click shut almost silently and thereby set the first milestone in the history of the company. Further developments made the company the market leader in Europe. Since 1983, BKS has belonged to the internationally active group of companies Gretsch-Unitas, a full-range supplier of window and door technology, automatic entrance and building management systems.

[www.g-u.com](http://www.g-u.com)



AFI Solutions GmbH is a leading solution provider for the digitization and optimization of document processes around SAP. The solutions cover the entire purchase-to-pay and order-to-cash process.

AFI is the only software manufacturer on the market that offers everything from a single source: With the RedPaperCenter as a managed service, companies can easily outsource the digitization of a wide variety of paper documents. In process optimization, AFI scores with SAP-integrated software solutions. The cloud-based DocumentHub as software as a service (= SaaS) completes the unique product portfolio.

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