

## Reduce process costs with eInvoice handling services

### Case Study Background:

Jackson Civil Engineering is one of the UK's leading regional based civil engineering contractors. Like most contractors, managing plant hire requirements and handling 9,000 to 10,000 plant hire invoices a year is a costly and time-consuming problem. Early in 2006, COINS worked closely with Jackson Civil Engineering and Speedy Hire, their preferred supplier of plant equipment, to develop an eTrading strategy to address this problem.



### Solution:

A key component of the Jackson Civil Engineering eTrading strategy was to replace the Speedy Hire paper invoices with electronic invoices (eInvoices) delivered through the COINS-etc eTrading Hub. Since May 2006, Jackson Civil Engineering has processed approaching 20,000 eInvoices from Speedy Hire. Handling invoices electronically considerably reduces the time, effort and cost required to process an invoice. Savings are delivered from several areas of the invoice handling process; from removing post handling, invoice sorting and scanning, to quicker and simpler invoice registration, and a much faster and more efficient distribution of the invoice to the appropriate accounts clerk.

### COINS-etc eInvoice Services:

The COINS-etc eInvoice service is a secure, efficient and cost-effective transaction delivery service that is available to all COINS customers. Suppliers provide HMRC-compliant eInvoices in one of several internationally agreed standard formats, instead of conventional paper invoices. These eInvoices are automatically transmitted from the supplier's sales ledger invoicing process directly to the COINS-etc eTrading Hub, where the eInvoice format is validated and automatically forwarded to the COINS eInvoice workbench ready for AP processing. The whole process, from suppliers AR sales ledger to contractors AP purchase ledger, end-to-end, can be completed in minutes, automatically and with absolute accuracy.

### Benefits summary:

Previously, Speedy Hire paper invoices were removed from envelopes and hand stamped with the date of arrival. The paper invoices were scanned for invoice batching and then stored. Electronic invoicing has removed all of these activities. Storage space is also saved, as invoices are now stored electronically.

The paper invoices were split into groups according to geographical region before being issued to the individual AP purchase ledger team members. The electronic invoices are registered by one purchase ledger clerk. Once registered on COINS, the contract number, stored within the eInvoice record, ensures that the team members only see the invoices relating to their geographical contracts.

The registering process is quick and easy. The eInvoices are loaded into the system using the COINS eInvoice workbench. Data such as suppliers invoice number, invoice date and invoice amounts are added automatically, removing most of the keying-in by the purchase ledger clerk and reducing the risk of input related errors.

In addition to the tangible end-to-end process improvements from receiving eInvoices, delivering the eTrading strategy has strengthened the whole working relationship between Jackson Civil Engineering and Speedy Hire.

Process	Contractor Business Benefit	Supplier Business Benefit
<b>Sales invoice production</b>		Removes the need for pre-printed invoice stationery. Reduces the size of invoice print runs. Removes the need for invoice folding, stuffing in envelopes, franking and post handling. Faster 'order to invoice delivery' cycle.
<b>Post delivery</b>	Faster, more accurate and more reliable post delivery process. Reduced delivery energy - improves carbon footprint.	More accurate and reliable invoice delivery process. 100% certainty of invoice delivery. No postage costs. Reduced delivery energy - improves carbon footprint.
<b>Post Handling</b>	No post to handle and deliver to the accounts payable team.	
<b>Invoice sorting and scanning</b>	No manual invoice sorting and scanning. No missed or wrongly scanned invoices.	
<b>Invoice AP registration</b>	Faster invoice registration. Reduced data input. Increased invoice quality – invoice data is 100% the same as in the supplier's sales ledger every time. Saves time and process cost. Increase operational efficiency and AP staff productivity. Reduced queries.	Faster processing of invoices. Faster clearance of the invoices for payment. Increase opportunity to reduce Days Sales Outstanding (DSO). Reduced queries.

### Jackson Civil Engineering Business Profile:

Jackson Civil Engineering is one of the UK's leading regional based civil engineering contractors working for a wide client base of both public sector bodies and private companies. It carries out a variety of works including major highways, bridges, sea and river defence, commercial and industrial, infrastructure and an ever-increasing number of purely environmental schemes.

### Speedy Hire Business Profile:

Formed in 1977, Speedy Hire is a FTSE 250 company and is a leading provider of equipment hire services to UK contractors and builders, industry, utilities and the public sector, and operates from over 500 depots throughout the country.

The group, traditionally focused on tool hire, also has complementary businesses specialising in portable accommodation, lifting, surveying, compressed air systems, pumping and power generation equipment.

