

About VDM Consulting

VDM Consulting is an ISO 9001 multi-discipline engineering consulting company built on the strength of teamwork between complementary business units. VDM Consulting is a division of ASX listed VDM Group along with Mining Construction, Resources and Infrastructure. VDM Consulting is a specialised business offering a comprehensive range of professional design services including structural, civil, electrical, building and environmental engineering.

With a workforce in excess of 400 staff spread across 16 separate offices and business units, VDM Consulting is continually striving to improve its capabilities and reach throughout Australia and the UAE.



Project at a Glance

Solutions: ADVANTAGE VBM , Business Process Maps, Documented Information, training

No Seats: 295 Users

VBM Cells: 15

Locations: [NSW] Sydney [NT] Darwin [Qld] Brisbane, Airlie Beach, Sunshine Coast, Gold Coast , Bundaberg, Hervey Bay, Gladstone, Cairns, MacKay [Vic] Melbourne [WA] Osborne Park, City West [UAE] Dubai [VIE] Vietnam

VBM Document Management at VDM Consulting

Background

Business integration was the driving force behind VDM Consulting initiating this project. The need for collaboration between offices to enable cross office/discipline capability and personnel to manage and coordinate projects with large volumes of documentation, whilst having appropriate fences between discipline data was the objective.

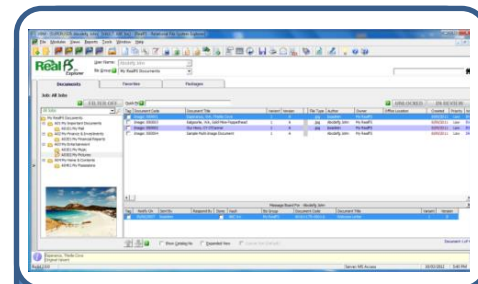
Assessment

VDM Group's growth by acquisition has been huge over the last few years and the Board and Senior Management set an objective to integrate all Divisions of the Group. VDM Consulting Chief Operating Officer, Mr Bob Gregg, realised the limitations for his division, which is represented in 16 locations across Australia and internationally in Vietnam and Dubai. A review of existing systems was initiated to identify the Division's requirements.

Many document management systems were evaluated but the requirement for a secure, versatile and robust Information Management System, with capabilities extending beyond the systems currently available, saw ADVANTAGE VBM continually rate at the top of assessments. After a rigorous evaluation process VDM Consulting selected ADVANTAGE VBM.

Integration

A detailed analysis of business processes was undertaken with representatives from each discipline and business unit contributing to the final agreed processes and common file structure. The strong templating and configuration flexibility of VBM enabled the system to be integrated with the company's culture and business processes.



- ❖ Manage Documents & Emails
- ❖ Deploy Templates & Forms
- ❖ Easy to Use
- ❖ Enforce Company Standards
- ❖ Avoid File Duplication
- ❖ Single Instance File Sharing
- ❖ Quality Compliance
- ❖ Microsoft Office Integration
- ❖ Document Review & Approval
- ❖ Auditing Traceability
- ❖ Robust Document Security
- ❖ Streamline Workflows
- ❖ Automated Transmittals
- ❖ Customisable File Structure
- ❖ Remote Offices Access

Deployment

Through reseller VantageKey, *VDM Consulting* implemented ADVANTAGE VBM which was configured with the approved common file structure and deployed throughout the consulting division as a key component of their Business Management System. This system was rolled out to 15 sites around Australia and to Dubai within a 3 month period including user training. During this time the system has been supported and adapted based on feedback from the 295 users.

All objectives of the project were achieved and the system has addressed the key goal of information availability and sharing between all *VDM Consulting* offices. The project although challenging, was well engineered and managed and has received an overwhelmingly positive response from the users. The system has been subjected to external ISO 9001 audit at various office locations and received praise from the external auditors. VBM is now becoming an integral part of the daily workflow of the company's workforce.

Specific Issues VBM Resolved for VDM Consulting

Benefits
1. Providing a solution that will assist with obtaining and maintaining ISO 9001 accreditation across the Division
2. Providing a system to implement VDM Consulting's Business Management System, associated business processes and best practices
3. Easy and quick access to a standardised formal suite of document templates
4. QA Department can deploy approved forms and templates with immediate effect
5. All users will work from a common file structure across discipline lines
6. All documents are easily audited
7. Limit VDM Consulting risk to legal disputes
8. Remote access to other offices nationally and internationally
9. Collaboration of technical designs across the Consulting division
10. Productivity improvement once team members become familiar with standard filing system, especially when deployed across different projects
11. Time Management
12. The management of emails – the focus is on work rather than the inbox
13. Allows projects to be easily audited by managers, Clients and QA
14. Delivery traceability and report creation
15. True revision control with drop-down access to previous revisions
16. Variant creation, management and control
17. Automated transmittals
18. Can import our own data with the tool supplied within VBM and save extending the project and costs to specifically tackle data migration

References

BOB GREGG – Chief Operating Officer, VDM Consulting - project sponsor

"This whole exercise has empowered the Consulting Division to control our information and intellectual property which will result in efficiency and due observation of the process requirements of a professional engineering business.

The word back from the users of the system is around "effective, user friendly, time saving, innovative, accountability ..." which augers well for our future."

RAY WISHART – ISO Auditor (West Coast)

"The VDM Management System has undergone significant and substantial revision, updating and upgrading resulting in a comprehensive, user-friendly and readily accessible system – amongst the best management systems in current practice"

JOHN McDEAN – ISO Auditor (East Coast)

"It is one of the best system developments viewed by this auditor over a number of years"

User References:

Gary Hall-Jones - Office Manager, (Osborne Park)

"I have finally found a product that is so versatile, will be of benefit to the company and that is easy to use ...it lets your thinking go right outside the square or keep within your current boundaries"

Alison Hutchinson - Administration Assistant, (Osborne Park)

"My thoughts on Advantage VBM- Well what a fantastic system you have. It is comprehensive and so very user friendly. I think it will be a great asset to the company."

Trevor Denford

"This system has many amazing features. I look forward to becoming proficient at using them."

Emmanuel Lardis

"A great system well suited for the company"

About ADVANTAGE VBM

ADVANTAGE VBM is an advanced enterprise grade electronic document and file management software application developed especially for small to medium size business organisations and projects (5 – 500 users).

If you are struggling to manage the avalanche of uncontrolled files and folders propagating throughout your shared network drives then ADVANTAGE VBM is your solution. It provides structure, consistency and controlled user access to all your documented information while complying with the key requirements of ISO 9001, 45001, 14001 and 31000. ADVANTAGE VBM is highly customisable and easily configured to satisfy all of your electronic document and data management needs.

Featuring the unique RealFS Relational File System, ADVANTAGE VBM offers an innovative toolset to help you properly capture and manage your electronic filing to ISO standards, while bringing security and visibility to your important business information.

ADVANTAGE VBM provides a highly organised environment for saving, retrieving, sending and sharing electronic Documents and emails within a set of unique layers built across your file system. These layers help capture your important corporate knowledge before it leaves the office as your employees finish each day.

Advantage VBM is a key solution for driving success into your workplace. It can help you realise value in your company whilst creating a more productive working environment for the future. VBM is the advantage which differentiates you from your competitors.

About CY Innovations

CY Innovations Pty. Ltd. is a privately-held Company located in sunny Perth, Western Australia. CY Innovations was founded in early 2004 after years of hard work by its founders in developing and producing innovative software technologies for business use.

CY Innovations develops proprietary computer software technologies and also provides on-site support services specialising in Quality, Safety, Environmental and Risk management solutions to help small and medium size Clients implement and maintain their integrated QSE and Risk management systems and ISO accreditations.

Visit: www.cyinnovations.com

Luke Grainger

"VBM looks like it will save me a lot of time, which is very exciting"

Shannon Ireland

"I think the system is brilliant and will definitely be an asset"

Samantha Ward (South Port)

"I would just like to say a big thank you for all you've done in getting the Advantage VBM system up and running. My previous job used a document management system so I know the benefits that they can deliver to an organisation, and I think the work that's been done here is fantastic.

I expect that this is going to make a really big (and positive) difference to the company, so it's great to hear that it's being so well received."

Will Reid (Hervey Bay)

"It seems like an easy and effective document management system"

Josh Livingstone (Gold Coast)

"The System is very good and will be useful for the business going forward – trainer was excellent"

Dianna Kotsis - Environmental Scientist /Administrator (Osborne Park)

"VBM has empowered our business by allowing our division to control our information which has, in turn, increased efficiencies in business processes. The VantageKey staff have delivered this system with the highest standard of professionalism and have made the whole process a smooth transition with fantastic support and training.

I would recommend VBM to any business looking for an information/document management system."

Julie Knowles – Supply Chain Assistant (Osborne Park)

"VBM is a powerful and innovative document management system which whilst making employees motivated and accountable, it focuses the entire work force on activities that will create value for themselves as well as the business."