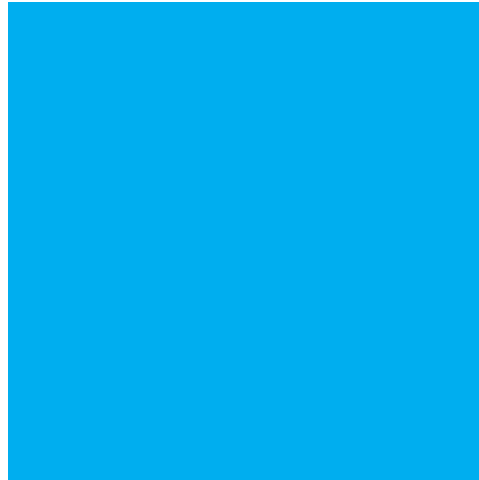


# eBUSINESS eREQUISITIONS



# eRequisitions - The Business Issues

Your customers expect a higher level of service, particularly when they rely on it to keep their operations running. Is your business equipped to manage this dynamic and challenging target?

## Increasingly complex supplier relationships

Getting the best price for the best solution is an increasingly complex task requiring managed purchasing and supply processes. Proactive Suppliers call on customers to identify inventory shortages and rapidly respond to demand. With immediate web access to purchasing approval, pricing, delivery and availability you can boost your ability to get the right outcome for your customers while still maintaining profitability within your business.

## Competitors encroaching on existing customer relationships

To remain competitive, it's vital to strengthen your relationships with existing customers and prevent churn. Keeping your customers at arms length with difficult to access information and slow response times will not only disappoint them but leaves the door wide open for competitors to provide quicker, more proactive service.

## Remote connectivity problems

Many service based industries rely on staff based in remote locations to be the link between their customers and

the business. Being remote presents a raft of problems, including the ability to access up to date and immediate information about inventory availability. Customers expect accurate information and instant service. Does your business have the technology to be able to access accurate inventory information from anywhere?

## Customers with mission critical needs

In many industries the need to meet service requirements urgently is critical. Being able to order supplies, inventory or a replacement part quickly, can make the difference between operations continuing or halting. If you are responsible for providing the parts and service, a break in operations could seriously damage your relationship with that customer and your reputation.

## Productivity challenges

Maximising productivity is a key success driver for every business. Requests that are taken in the field and not entered immediately into your system will have to be rekeyed later. This not only creates delays and duplication of effort, it opens the opportunity for error and the possibility of inventory unavailability; all of which negatively affect productivity and customer service.



## Greentree Solution Summary

- Pro-active inventory management
- Improved business relationships
- Enable stakeholder participation
- Organisation-wide productivity improvements



"Very, very alive!"



## eRequisitions Solutions

### Tightly managed purchasing and supply processes

Greentree's eRequisitions provides visibility of all purchasing and supply requirements with single or multi level approval processes to ensure requisitions or purchase orders are raised on the correct suppliers at the best possible buy price to capture sales or get jobs completed on time.

### Proactive inventory management

With Greentree's eRequisitions system you can source inventory, arrange drop shipping and split orders depending on storage locations to maximise speed and minimise cost of delivery. Orders can also be stepped through suppliers to ensure the best price and optimal delivery lead time, minimising the chance of lost sales or disruptive delays to your customers.

### Improved customer relationships

Customers will always prefer the service providers who meet their needs most reliably and promptly. eRequisitions gives your staff instantaneous access to live information about inventory availability, allows them to place orders on location and to view and report to the customer on the status of the order as it changes. All of which mean your customer knows that they are getting the best service available.

### Enable stakeholder participation

In some situations it's preferable to give your suppliers access to your system so that they can participate in inventory management. For example, allowing suppliers to place a requisition for inventory items on your behalf based on their knowledge of production and delivery lead times. Greentree's eRequisitions system has built-in tiered access control which means you can grant access to specific users right down to the level of specific inventory items; bringing you closer than ever to your trading partners.

### Organisation-wide productivity improvements

Because Greentree's eRequisitions system is accessible on the web, it allows any user with permission to view inventory levels, request inventory, track requisition status, approve requisitions, purchase orders and even accounts payable invoices.. This wide-ranging and highly visible level of control reaches across the organisation encouraging collaboration, reducing duplication of effort, errors and time-wasting and maximizing process efficiencies.



**Hill Laboratories**  
BETTER TESTING BETTER RESULTS

### CASE STUDY

#### PROBLEM

RJ Hill Laboratories is the largest privately-owned testing laboratory in New Zealand. To ensure they continue to give their clients the most reliable and swift turnaround times, they needed a new system that offered automation and time-saving processes, especially in the areas of requisitions and reporting.

#### SOLUTION

After discussions with two other leading ERP providers RJ Hill came to Greentree with their list of unique requirements. Today, about 50 of the 140 staff have access to the Greentree eRequisitions system that provides requisitions functionality organisation-wide over the internet, links directly to the Greentree requisitions database and allows staff to submit requisitions, search inventory, and monitor each requisition's status.

#### OUTCOME

"Our team now has a better feel of what they are ordering and the management is aware of ordering levels and costs. We have reduced the restocking fees as we have been able to eliminate errors," explains RJ Hill's Financial Accountant, Wilma Smith.

**For more information visit:**  
[www.hill-laboratories.com](http://www.hill-laboratories.com)



## Key features

“Greentree allows us to integrate all areas of our business in a way that we would not have expected possible in a product aimed at SMEs.”

*David Goodwin, Group Financial Controller*

*- The PA People*

Commit to a higher level of productivity, participation and proactive service with the extensive range of features offered by Greentree’s eRequisitions module including:

### Familiar and Consistent Interface

A clear, intuitive web interface consistent across the entire Greentree ‘e’ Business suite.

### Universal Access

Control what each user can access through highly granular access controls.

### Flexible Configuration

Create a consistent, branded experience for your staff with flexible control over the visibility of appropriate options and information.

### Strong approval processes

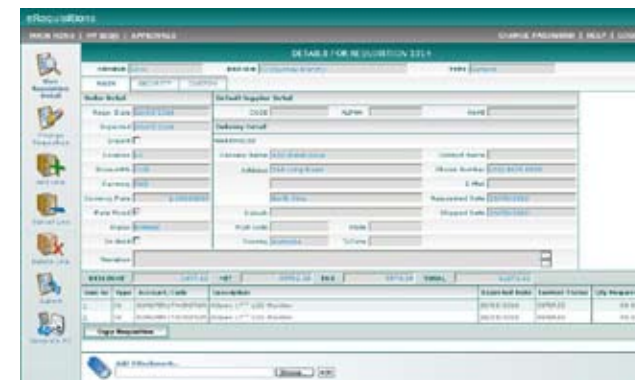
Both single or multi-level approval structures enable authorised remote users to approve Requisitions, Purchase Orders and AP Invoices directly via eRequisitions, or supports centralised back office approval for group wide purchase decisions.

### Total Visibility

Enquire and review requisitions through permissions based enquiries and tailorable reports.

### Highly Flexible Search Function

Search for requisitions based on a wide range of criteria.



“Very, very responsive!”



### Rapid Deployment and Implementation

Automated, simple deployment out of the box with straightforward creation of user profiles and permissions.

### Supplier replenishment

Provide suppliers, secured access to inventory information plus the ability to generate requisitions for items they suggest require replenishment.



### Inventory Management

Urgent requirements can be satisfied by generating a Purchase Order directly from a requisition.

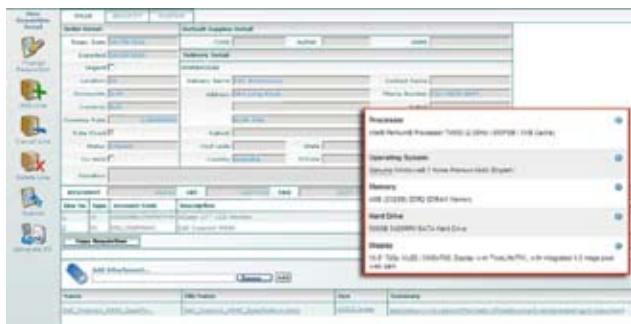
### Attachments

Attach any number of supporting documents to each requisition line item.



“Greentree allows us to find the right information in one place instantly. With this advancement we are able to respond accurately and quickly to our customers and colleagues.”

*Kim Branton, Accountant - JLF Commercial*





“Very, very integrated!”

Greentree is modular, with all business functions totally integrated. This provides you with a wide variety of modules and sub-modules that afford options rarely found in other packages. You purchase the pieces that you need, effectively matching the system to fit your business. Choose from: Financials, Job Costing, Supply Chain & Distribution, Manufacturing, Human Resources, Customer Relationship Management (CRM), Service & Asset Management, Business Intelligence, Retail, Workflow-Business Process Management and eBusiness.

Greentree is a **flexible** solution, readily adapting across a broad range of industries and business types. Businesses are provided with a **powerful**, extremely cost-effective system that has consistently proven itself capable of managing change and growing business potential.

With simple, smart thinking at your fingertips, Greentree provides the ultimate seamless business-building environment. Exploit its accuracy in business metrics, challenge its capability to deliver empowering information. Rely on the one highly **responsive** solution to efficiently streamline your internal processes resulting in increased manageability and productivity across all areas of your enterprise.

**What’s the difference to any other software solution? Greentree is the most responsive business software product available, providing a source of competitive advantage to help you drive your business to the next level!**

