



Case Study VBM at VDM Consulting

About VDM

VDM Group is a company built on the strength of teamwork between complementary businesses. The Group is structured into three operating divisions; namely, Consulting, Construction and Resources and Infrastructure. Within each division, there are specialised businesses offering a comprehensive range of services.



VDM Group listed on the Australian Stock Exchange in February 2006, and since then the company has gone from strength to strength. VDM Group has member businesses Australia wide, with offices also throughout Asia and the Middle East. The group has a workforce in excess of 950 staff, and is continually improving and increasing on capabilities and reach throughout the World.

VBM Document Management at VDM Consulting

Background

Integration was the driving force behind VDM Consulting initiating this project.

The need for collaboration between offices to enable cross office/discipline VDM Consulting personnel to manage and co-ordinate projects with large volumes of documentation, whilst having appropriate fences between discipline data was the objective.

Assessment

The Group's growth by acquisition has been huge over the last couple of years. The Board and its Senior Management has, this financial year, set an objective to integrate 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 and identifying requirements was initiated.

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 VBM continually rate at the top of assessments. VDM Consulting selected VBM.

Integration

A detailed process analysis was undertaken with representatives from each area/company of VDM Consulting contributing to the agreed processes and common file structure. The strong templating and configuration flexibility of VBM enabled the system to be integrated with the company's existing world-best business processes. External Auditors commented on the VDM Consulting Business Management System, incorporating VBM as follows:



- Manage Docs including Email
- Easy to Use
- Enforce Standards
- Avoid Duplication
- Quality Compliance
- Auditing Traceability
- Robust Security
- Streamline Workflows
- Manage Transmittals
- Customisable File Structure

... Brilliant,
It's all There ...



Deployment

VantageKey's technical team and *VDM Consulting* implemented VBM completely configured to the common file structure deployed throughout the Consulting Division via the Business Management System. This system was rolled out to 13 sites around Australia and to Dubai within a 3 month period. During which time the system has been supported and adapted based on feedback from a number of the 295 users.

The objectives of the project were achieved and the system has addressed the requirements of the *VDM Consulting* Division. The project was well planned by *VDM Consulting* who, in addition, has followed the process discussed with them by VantageKey to ensure a successful business system implementation. The project although challenging, was well engineered and managed and has received a good response from the users. VBM will become an integral part of the daily workflow of the *VDM Consulting* workforce.

Specific Issues VBM Resolved for *VDM Consulting*

Benefits
1. Providing a vehicle that will assist with obtaining and maintaining ISO accreditation;
2. Providing a system to implement the BMS, associated business processes and best practices;
3. Easy and quick access to a standardised formal suite of document templates;
4. QA Dept can deploy approved forms and templates with immediate effect;
5. All users will work from a common file structure across discipline;
6. All documents are easily audited;
7. Limit <i>VDM Consulting</i> exposure to legal disputes;
8. Remote access to other offices;
9. Collaboration across the 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 email – the focus is on work rather than the inbox;
13. Allows projects to be easily audited by managers, Clients and QA;
14. Delivery traceability with automated transmittals;
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 save extending the project and costs to specifically tackle data migration.



Reference

BOB GREGG – Chief Operating Officer for *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.”

User References:

Gary Hall-Jones - Office Manager, *VDM Consulting*

“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, *VDM Consulting*

“I would just like to say a huge thank you for the professional way in which you and your team have introduced the new Vantage VBM Information Management System.

Your personalised help and patience with numerous questions has been invaluable to me. Nothing has ever been too much trouble for all of you. Your friendly natures and generous smiles have been most welcome in our office.

My thoughts on Vantage 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.”



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"

Emmanuel Lardis

"A great system well suited for the company"

Samantha Ward, (South Port)

"I would just like to say a big thank you for all you've done in getting the Vantage 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 the team at VantageKey and their product 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."

For further information on VBM or to discuss your information management requirements contact Dee Broadmore, Managing Director, VantageKey Consulting Pty Ltd. on 0434 549 709 or email dee@vantagekey.com.au

About VBM:

VBM is a unique advanced enterprise grade information management system that manages your workload in a manner that you identify with in an organised and secure way which is completely auditable. It assists in gaining control and sharing the information and 'know-how' constantly being created around you. VBM provides the tools and technologies enabling you to manage your electronic filing and bring security and visibility to your intellectual property.

Vantage VBM will impress you with its capability, amaze you with its ingenuity and excite you with its possibilities. It will become your trusted companion. It will be the most essential application you open in the morning and the last you close at night.

VBM is your tool in driving success further in the workplace. VBM will save you and your employees valuable time and money whilst creating a more productive working environment for the future. VBM is your Key Advantage.

About VantageKey:

VantageKey is an organisation that empowers its clients to own and control their corporate information which in turn increases efficiencies in business processes.

VantageKey Consulting is a practice that collectively has resources and skill sets in numerous areas of business to include business planning, modelling to market, business analysis and process management, strategic and operational marketing, graphical design and websites.

In addition Vantage Key also markets, sells and distributes a business information management system incorporating quality, project and document management from the inbox through to archive.

Is your business in a position of strength to move forward and capitalise on market share?

VantageKey can help you strengthen your business and ensure that you are.

