



# FEEDBACK

Botanic

• WORKFLOW • DMS • DIGITALIZATION OF DOCUMENTARY PROCESSES



Comments collected from Eric Bouchet, Managing Director of the Botanic group.

## Botanic digitalizes its documentary processes thanks to the GoFAST digital workplace



Having a sovereign digital workplace for the group's **2,000 employees**



Facilitate the management of **5,000 monthly paper documents**



Improve information flow through **automated workflow**

Botanic is a family business created in Haute-Savoie which brings together the Botanic garden centers and the Médor et Compagnie pet specialty stores. The group's 2,000 employees are committed to the following values: **boldness, involvement, proximity, well-being, authenticity**, for an ever more qualitative customer service.

To **improve access to documents and all associated processes**, the Botanic group decided to equip itself with a digital workplace solution: GoFAST from CEO-Vision.

A look back at the deployment of the solution with the testimony of Eric Bouchet, Managing Director of Botanic.

## Project starting point: improving legal document management

"Initially, we decided to equip our legal department with a DMS solution. To meet regulatory requirements, we needed to archive, process and renew thousands of documents, which is very time-consuming for our teams. We therefore wanted to **simplify these processes by implementing a digital solution.**

However, we did not just want a DMS solution, but a functional, business-oriented office tool that could adapt to our points of sale and the different digital maturities of our employees."

In its search for software, Botanic wanted a scalable, efficient, easy-to-use and preferably French tool. It was in this context that Eric Bouchet met the GoFAST teams and began deploying it for the legal department, before extending it to the entire company.

## An essential tool during teleworking periods

"Some time before the health crisis we are going through, we had already started to set up teleworking. And precisely, to facilitate the processing of documents, we imagined using GoFAST to create **document circulation** workflows and reduce the transmission of paper. For example, when a point of sale receives an invoice today, it scans it. Then it is transformed into a PDF and integrated into GoFAST, which will send it to the department concerned to quickly move forward with its processing.

This is a **real time saver for in-store teams**, who do not need to multiply shipments, and for accounting teams who process documents upon receipt, whether they are teleworking or on-site. A real advantage during the remote working period!

In addition, this represents a gain in terms of **document traceability**: we know who intervened and when, all documents are associated with an invoice number or a payment... which allows for simplified and efficient research.

Finally, **the information is pushed to the teams**: the accountants are notified as soon as there is a new document, the reporting are automatically generated at the desired frequency, collaboration is strengthened between teams."

### Goals

- **Dematerialize** all group documents
- **Replace** the DMS tool already in place
- **Equip yourself** with a flexible and adaptable solution

## About CEO-Vision



CEO-Vision is the publisher of GoFAST: the Digital Workplace at the service of organizations and their users to gain in productivity. It is a unique and open source alternative to Office365, Sharepoint, Google Workplace, Teams... Its motto: "technology made simple". Its know-how is focused on Open-Source technologies:

- **Drupal** for Portals (CMS),
- **Alfresco** for Electronic Management of Documents (DMS),
- **Element and Jitsi.meet** (instant messaging and web conferencing)
- **Bonitasoft** (Workflows),
- **OnlyOffice** (Collaborative Office Suite)
- **Solr Apache** (Search Engine)

## A digital workplace at the heart of the group's collaboration

The approach developed for invoice management with GoFAST was then generalized to the entire group. Beyond the DMS functionalities, the GoFAST digital workplace makes it possible to **structure the company's processes**, to manage access and modification rights simply and to centralize all of the company's documents.

"We have been using the software for several years and it is well accepted by our teams. Managers understand the interest of the digital workplace for the circulation of information and documents. Who has access to the documents? Who modifies them? All these questions are answered quickly thanks to GoFAST.

The news feed and notifications pushed by the workflow facilitate the permanent circulation of information, which is essential with the **massive development of teleworking.**"

### Benefits

- **Reducing the exchange** of paper documents
- **Saving time** in business processes
- **Implementing** structuring workflows