

Service Advantage

# Smart Lockers for Inventory Management / Smart Asset Management Lockers

Visibility and management of your  
most valued assets  
Manage and account for your business inventory



Smart Lockers  
for Personal  
Storage



Smart Lockers  
for Parcel  
Management



Smart Lockers  
for Inventory  
Management  
/ Smart Asset  
Management  
Lockers



Smart Lockers  
for Retail

## What is a Smart Locker?

Smart Lockers are an innovative combination of flexible workspace storage and the latest connected technology. They provide advanced storage solutions that offer 24/7 manageable access, end-to-end tracking of usage, new more efficient business processes, automation and full management reporting capabilities.

They have a variety of applications across your business to provide powerful and dynamic storage solutions, which do not compromise on security. With in-built software they automate time-consuming activities and introduce new efficient processes. Smart Lockers will transform the way you manage many aspects of your workplace, from managing incoming mail and parcels to controlling an inventory of valuable devices or equipment.

Smart Lockers also improve accountability, governance and enable connectivity with other smart devices for more flexibility and ease of use by users and facilities management. Much more than just a locker, our Smart Lockers give your business:

- Improved flexibility and usage
- Greater security and governance

- New processes and efficiency
- End-to-end user visibility and management
- 24hr access with different security options
- Reporting and accountability tracking

## Why your business needs to think Smart

As businesses continue to work in new, and more agile ways, the needs of employees change too. A mobile workforce and visitors require an office environment that provides secure day storage space for their personal belongings.

Similarly, as flexible working increases, this also impacts on mail and parcel volumes coming into the mailroom, placing further pressure on existing business processes. Dealing with accountable mail and parcels requires a chain of custody, so locating employees who work flexible hours and locations can cause backlogs and inefficiencies.

Lastly, time spent handling valuable assets and inventory, such as stationery items, IT equipment or PDA's, can be reduced significantly and usage better monitored to reduce misuse and improve departmental cross-charging.

## Where Smart Lockers can help your business

Ricoh Smart Lockers come with four key applications, to suit your business needs and future-proof your office space. Ricoh provide four key types of locker, which are all customisable to suit your office environment.



24/7 keyless access

### Smart Day Lockers

With the introduction of agile working and hot-desking, your workforce require personal, and in some cases, team locker space. Smart Day Lockers offer secure temporary storage, whilst at the same time providing greater control of your property portfolio. With Smart Day Lockers employees are able to reserve a locker in advance via their mobile device, or on-demand via a touch screen console.



100% accountability

### Smart Mail and Parcel Lockers

Smart Mail and Parcel Lockers enable today's mailroom to deal with increasing parcel and secure mail volumes easily, providing a new approach to distribution management. Offering end-to-end accountability, Smart Mail and Parcel Lockers increase convenience for your employees, and save on time and the workload of your mailroom staff. This solution enhances security and simplifies productivity chains.



Streamline management

### Smart Inventory Lockers

Ricoh Smart Inventory Lockers can help with better governance of your business inventory including IT assets, consumables and stationery. By providing visible, self-service secure storage users can select and access stock easily. Smart security allows for easy tracking, reporting and cost centre billing.

### Smart Asset Management Lockers

Smart Asset Management Lockers give you control of hand held devices, tools and calibrated instruments typically found in a warehouse environment. The cloud based system controlling the locker offers secure check-out and check-in, meaning you always know who has used a device, when it was returned and whether it is broken or damaged.



Click & Collect

### Smart Locker for Retail

Click & Collect (or Delivery Orders) are used to pass items through a locker via a one-time delivery code and one-time pickup code. In the IT space the locker may be preloaded with replacement items or kits of items, or the delivery may take place after a specific request for equipment is made. Once the equipment is delivered to the locker and the user is approved to collect that item, the pick-up code is sent to the user (via email, text message or similar) who can enter it or scan it on a barcode reader, which in turn opens the relevant door allowing the collection of the appropriate items.

## What makes a Locker Smart?

The technology that makes our Lockers Smart will revolutionise the way you see storage. Our management software enables end-to-end custody of mail, full accountability and visibility of ownership, and governance of your inventory. The keyless digital locking technology means that losing keys is no longer an issue, and Smart Lockers also connect easily with your IT network, existing applications and a multitude of devices.



### Smart Inventory Lockers

Managing business inventory can be a constant headache. The daily usage of inventory by employees, such as replacement IT equipment or simple stationery items, requires other members of staff to be constantly available, distracting them from more important work. Ricoh have an innovative solution to manage inventory utilising secure, smart, self service lockers.

Smart Lockers can distribute inventory at the point when its needed. For you, this means reducing the cost of inefficient storerooms and interrupting other members of staff, yet allowing your employees access to any type of inventory, such as office stationery items, IT peripherals, or even laptops and mobile phones which can be stored securely.

Smart Inventory Lockers combine workspace storage with the latest technology. Enabling key-less, manageable access, with tracking and securing the content, to save you time, losses and space. Smart Lockers improve accountability and governance, providing reporting that shows you who has accessed what and when so you can maintain accurate records and inter-departmental cross-charging.

### The real benefits for your business

Ricoh Smart Inventory Lockers takes inventory governance to a new level. Whatever the inventory, our technology provides managed accessibility and full accountability for all your office supplies.

Manage your inventory more efficiently in your workplace, giving your team 24-hour visibility of stock and access when they need it.

### Smart Asset Management Lockers

Ensuring your business critical assets are visible and easy to access at any time can be a headache. The daily issuing of handheld devices or calibrated instruments to shift workers is time consuming, and not an effective method for tracking individual usage. Ricoh have an innovative new solution.

Smart Asset Management Lockers can distribute assets at the point when they are needed, quickly and efficiently. They enable you to be part of a rapidly emerging trend to use secure, self-service automated lockers. For your workforce this reduces time spent off-task whilst accessing tools or equipment and for the business it controls costs by minimising losses, damages, delays and the need to manually hand out equipment.

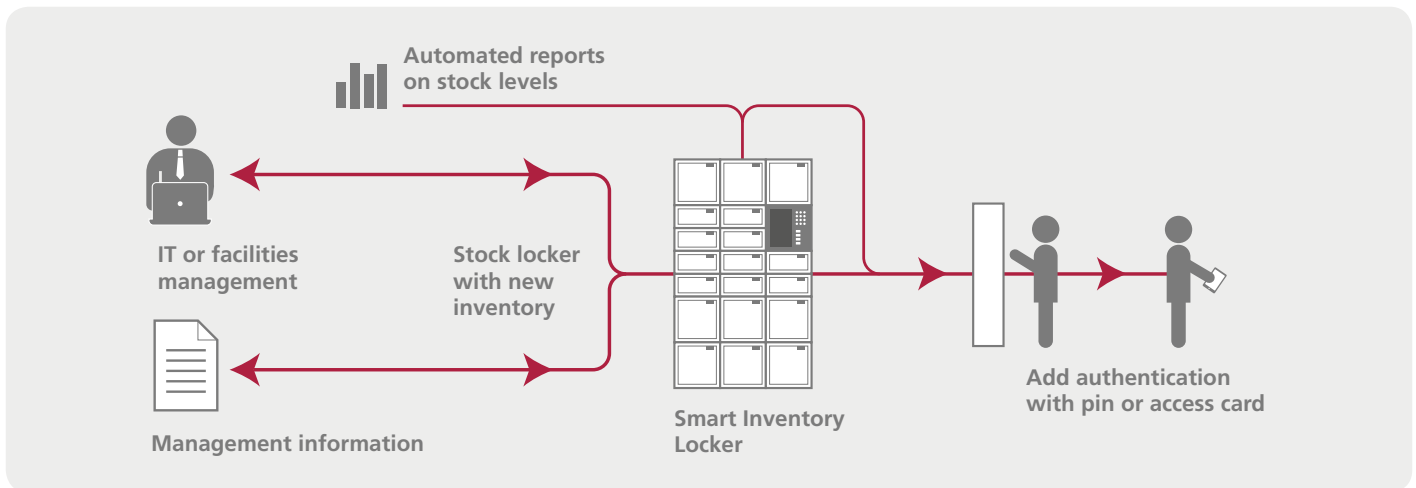
Combining smart storage with the latest technology enables your workforce to access assets via a key-less lock system using either a pin code or ID card. This provides accurate individual usage tracking and security, ensuring against loss and saving time. By incorporating day-to-day accountability and governance our Smart Asset Management Lockers provide detailed reporting so you can optimise the management and maintenance of your assets.



**Improve  
access and  
save time**



## Smart Lockers for Inventory Management Process



### A new level of control with Smart Inventory Lockers

With Smart Inventory Lockers, you can intelligently track your inventory without the need for RFID tags, or the need to rely on complex and time consuming manual tracking processes. Accountability and control of inventory and assets is maximised, with smart technology recording every item as it is accessed, providing visibility and the ability to manage stock levels. This means your business can have quick, point-of-use access to important supplies and inventory, 24/7.

#### Benefits & Features

- Provides an advanced inventory solution for all types of assets (stationery, office equipment, provisions)
- Easy access and easy tracking of assets
- Protects against misuse
- Tracking of use by individual, department, location or work order
- Integrates with existing incident / request service management system
- Supports a wide range of user ID access - barcode, magnetic stripe, card or keypad entry



### Accountability and flexibility

Our Smart Asset Management Lockers provide individual compartment control for reusable assets, devices, tools and calibrated instruments. This system offers secure check-out and check-in, meaning you always know by whom and when an item was checked out and returned. Alerts can be created to set loan periods, and notifications set up for when items are overdue.

This provides an automated service, that calibrates notifications and time-stamps documentation so you can always work at peak performance. Furthermore, lockers offer a multitude of bespoke configurations so, if you wish, you can specify power sockets in each locker to keep electrical devices fully charged and connected when in store.

Smart Asset Management Lockers enable you to meet your customer and staff needs 24/7, by providing convenient self-serve, automated data exchange and remote dispensing convenience.

#### Benefits & Features

- Connected – easy to keep devices fully charged
- and optimised
- Secure Access – controls based on job roles, departments, work orders and designated authority
- Versatile configurations - customise height, door and dispensing solution
- Product visibility – clear doors and bright interior lighting
- Supports wide range of user ID – barcode, magnetic stripe, card or keypad entry
- Bespoke configuration – you specify the locker solution you want

**Greater visibility and control of your valuable assets, 24/7.**