



## Empirica Lite RF – WMS Overview

### What Does Empirica Lite RF Provide?

- Structured processes for receiving, putaway, picking and despatch.
- Stock management including adjustment, status change, transfer and stocktaking.
- Full range of labour saving wireless mobile RF options.
- Facility to integrate with existing business applications.
- Real time stock information and reporting.
- Complete movement traceability from receipt to despatch.
- Labour performance statistics by group and individual.

**Empirica Lite RF is a computerised warehouse system for managing pallet or item stock with discipline and efficiency. It's straightforward and cost-effective to implement as well as simple to learn and use.**

**It offers sound functionality to cover the basic warehouse operations of receipt, putaway, picking, despatch and stock management. It can be used PC-based, or with real time wireless mobile options to perform key activities.**

The system gives detailed stock and location information, real time activity statistics and a full, detailed movement history. It has integrated tools to allow fast, effective creation of interfaces with other solutions and includes third party charge and invoice facilities.

Whatever your business needs, Empirica Lite RF will deliver excellent benefits in terms of accuracy, efficiency and productivity, guaranteeing a sound return on investment.



# Process Overview



## Wireless RF Options

Empirica Lite RF provides the means to perform all receipt and putaway tasks using mobile wireless device. These options allow receipt and putaway to be done as separate tasks or as a combined single process.



### Receipts

Both pre-advised and blind receipts can be handled. Any relevant reference can be entered to identify pre-advised (PO/ASN) detail. The user can then process each product, amending received quantities if required. The device receipt screen can be configured to suit operational or customer needs, with a range of data capture fields available



### Putaway

Selecting the putaway option from the device menu gives a choice of pallets or items awaiting putaway. These can be put away in any order, and once identified by scan or keyboard entry, a location is advised. If a system-selected location is unsuitable, users can select an alternative or raise a movement problem for supervisor attention. The system provides options to confirm putaway by single key stroke or location check digit scan. Once confirmed, product and location information are updated in real time.

## Goods Receiving

**The Empirica Lite RF receiving process has a pre-receipt (ASN) option for recording receipt information in advance of goods arrival. Detail can be entered manually via keyboard or captured electronically from another system.**

Once information is entered, advance labels (e.g. for pallets) and check sheets can be printed for use when goods arrive. Data can then be accessed automatically at the receipt stage.

A simple one stage receipt option can be used if preferred. This is available via PC or mobile device, and handles the whole process of recording detail, generating locations and issuing putaway instructions. However, where pre-receipt is used, any data entered can be amended to reflect differences between advance information and actual receipt.

Once receipt detail has been completed, Empirica Lite RF automatically selects putaway locations for product based on pre-defined rules. These rules offer great flexibility to determine where product is placed, with factors like location of existing product and pick face, exclusion, preference and ABC analysis. Manually selected locations may also be used, if preferred. There are options at this point to generate pallet ID labels, putaway lists and a receipt note.





## Wireless RF Options

Empirica Lite RF provides options to pick full pallets and cases/items using mobile wireless device. The system automatically allocates orders to pick subject to rules, though orders may also be user selected. Within the pick process are options to scan both location and product to validate pick accuracy.



### Full Pallet Picking

On selecting the full pallet pick option, the user is instructed which location to visit and to validate the location by scanning or inputting a check digit. On selecting a pallet the device advises the destination location (marshalling bay etc). Depending on settings, the user may pick one or several pallets forming a part or whole order.



### Case or Item Picking

As for full pallets, the user may pick a part or whole order. The option allows the user to identify pick media (pallet, tote, cage etc) on which picked items can be grouped and identified for despatch tracking. The picker can select picking sequence and identify next lines to pick. Where an order exceeds a single media, the system prompts the user to advise when full. Fully picked orders/media are then delivered to the marshalling area and stock is updated in real time.



### Despatch

Stock which has been confirmed as picked remains visible on the system for reporting purposes up to the point of despatch. The process is completed by printing relevant despatch notes. Once this is done the system's stock and history files are updated.



### Replenishment

Empirica Lite RF offers pick face replenishment features using real time wireless options. These include an automated replenishment process based on pick face trigger levels as well as a batch type replenishment process.

## Order Picking and Despatch

**The Empirica Lite RF despatch process begins at the sales order stage. Order detail can be entered manually into the system or captured electronically from another source. The WMS does not allocate stock at the point of order entry, and the order file can contain any number of orders for future delivery dates..**

Once orders are ready to pick, they can be selected based on a range of operational criteria, in order to generate pick instructions. These include delivery date and time, order type, product, product type, customer, delivery point and others. Several orders to be picked together are grouped in a pick wave, but there is also a single order 'fast track' process.

A number of options is available to manage the physical pick operation e.g. picking by order, by delivery point, or bulk pick and sortation. The sort operation can be performed using both paper and wireless real time option. The system deals with pick exceptions and allows part completed orders to be retained or cancelled as required.

Despatch documentation, including delivery notes and despatch labels is available to complete the picking process. A direct interface to a carrier labelling system is also an option.





### Stocktaking

Empirica Lite RF has a full stock-take feature, available as a real time wireless option. This allows stock counts to be done on an ongoing basis, regardless of other movements in progress. Stock counts can be verified at supervisor level via PC, and the system allows recounts to be issued as necessary before adjustment of final count figures.



### Stock Adjustment

Empirica Lite RF has simple options to handle stock adjustments via PC or wireless device. These include stock (quantity) adjustment, stock status change and stock location transfer. All movements are audited and retained within system movement history.

### Reporting

Empirica Lite RF offers a range of detailed reporting options giving clear, concise data on stock and locations. Typical reports include general stock enquiry, stock flow, movement transactions, receipt and despatch reports, stock in picking, excluded and free locations.

### History

Empirica Lite RF has a detailed, historical movement audit trail which identifies transactions at item level, and provides extensive criteria to define search queries. The history option provides facilities to archive data, and restore when required.

### Third Party Invoicing

A module is provided for third party charging and invoicing. Charge types, including RH&D, rental, picking and ad hoc can be set up at system, customer and product level, and are automatically generated as movements are processed. The facilities also include banded rates, extra charges and sundry invoicing. A printable invoice and movement summary, together with invoicing audit trail are included.

