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## MyTAG delivers efficiencies to 200 Aldersgate Post Room

200 Aldersgate is one of London's landmark buildings, providing 434,000 square feet of office space and occupied daily by more than 2,500 people. BNP Paribas Real Estate manages the building to provide an optimal working environment for the tenants and with so many people on site, the post room is a key element.

Although the use of paper-based communication is declining, it is still an important part of business operations and tracked mail and parcel post play a growing part. BNP Paribas Real Estate was looking for opportunities to make cost savings, whilst improving efficiencies and completely removing paper from their processes.

MyTAG was already in use to support building management at 200 Aldersgate, being used for security patrol management, proof of compliance with building regulations, portable asset management and proof of service delivery. The simple to use and extremely flexible system had already brought significant benefits, and post room management was a logical extension.

MyTAG Postroom is an extremely flexible and low cost digital mailroom system, which was tailored to the building's needs. It is intuitive to use and was up and running in a few hours, with all the post room team connected and able to use it. All tracked mail and parcels are securely managed into and out of the building, with workflows and archive records available electronically. Tenants are automatically notified in real-time that mail or a parcel has arrived, or is on its way to them, with the Postroom App allowing mobile delivery options via handheld devices and signature capture.

MyTAG Postroom enabled BNP Paribas Real Estate to immediately make cost savings, whilst ensuring a seamless service to tenants. In addition, as labels are no longer printed for each mail item, there has been a significant reduction in the cost of consumables and paper has been completely removed from the process. Live and historic reporting is provided for management and tenants, providing an audit trail for tracked post and parcels, and providing insight into the volumes of types of mail, delivery times and the busiest periods.

Jordan Chapman, Assistant Facilities Manager, BNP Paribas Real Estate commented: "The post room team have found MyTAG straightforward to use, and it's great to have removed paper from another building management process. The system is simple, but very flexible, and it has allowed us to make cost savings whilst maintaining high service standards to our tenants."

Our latest innovations including beacon technology are already under development, so if you would like to find out more please get in touch [www.authenticate.co.nz](http://www.authenticate.co.nz)