

Tackling infringements of the law with Microform

The Regional Board of Kassel, Germany, puts its trust in high-performance scanners from Microform

March 2007 is the starting date: the Regional Board of Kassel, Germany, has introduced electronic files and now transfers appeal documents relating to infringements of the law to the District Attorney Office in Kassel by means of a 100% paperless process. During the course of this year, all matters dealt with by the Central Cautions and Fines Office (ZBS) of the State of Hesse, based at the Regional Board of Kassel, are to be switched over to "paperless" processing.

This system is based on high-performance scanners supplied by Microform. Not only do these scanners impress with the excellent scanning results they produce in black and white and color, they also automatically take over the task of categorising the processed documents to various file types. The prototype for "digitized handling of legal matters pertaining to infringements of the law" is being presented by the Hesse authorities at CeBIT 2007 in Hanover.

In 2006 the Regional Board of Kassel handled around 1.3 million infringements of the law, of which approximately 22,000 dossiers were forwarded to the courts for appeals. "For the Central Caution and Fines Office, this means that approximately 12,000 mail items went through the hands of a large number of staff every day", says Andreas Werner of the IT department at the Central Fines Office in Kassel. This doesn't just mean an enormous amount of work at the Regional Board in Kassel: having to handle so much paper also takes up incredible amounts of space. But it doesn't stop there: "The work involved continues further down the line. Whenever we send paper dossiers to the District Attorney Office or to the courts, for instance, the data has in the past frequently had to be captured once again", explains Werner.

The Ministry of Justice in Hesse, together with the Central Cautions and Fines Office, and in close cooperation with ekom21 GmbH, has developed a system for "digitized handling of legal matters pertaining to infringements of the law" and is using it to introduce the "paperless file" to the legal system. The cornerstone of this solution are two high-performance scanners of type MF S 385 and MF S 455 from Microform, both of which are in a position to detect 2-D bar codes while scanning. On the basis of this information, the scanners then automatically categorise the processed documents according to the main categorisation criterion, "File number", and to the respective document type.

An additional highlight in the system is provided by the colour capability of the MF S 455. Many of the documents, such as road-accident files, also have colour photographs attached to them, which the MF S 455 is able to process without any problem thanks to its unique beltless paper transport system. With the aid of its automatic colour detection functionality, the scanner decides for itself during the scanning process whether images are to be created in black and white or in colour. This approach saves valuable memory capacity, while at the same time ensuring that important information in colour documents is preserved. "Colour images increase the level of acceptance of electronic files immensely", comments Werner, and underlines this argument by saying, "The photos often record images of accident scenes or other information of relevance to investigations, which of course are far easier to see in colour than they would be in black and white. The colour images also provide for a far more conclusive and therefore more efficient appraisal of evidence in court."

The introduction of the "paperless office" at the ZBS has led to another important spin-off in that far fewer staff are now occupied handling paper files. The capacities freed up can now be deployed in other processes, which in turn guarantees a clear increase in productivity and more efficient manpower management. Indeed more than this: as paper mountains shrink, so too does the need

for space. And in fact to such a degree that the Regional Board has already been able to relocate staff from a branch office to the main office complex – saving a sum of €150,000 p.a. on rent. What's more, it is also to be expected that the electronic file will considerably shorten the handling time of various processes.

The prototype of the system for "digitized handling of legal matters pertaining to infringements of the law" is now in the starting blocks. "We are certain that we will benefit from the introduction of this system, and hope that we will be able to add additional functions at some point in the future", says Werner. The Hesse authority will be demonstrating how this system works at CeBIT 2007 in Hanover, Germany, in Hall 9 on Stand C 40.

About Microform

Microform GmbH was founded back in 1994 – initially with the aim of ensuring the production and sales of Agfa's ADMIS CD 51 Rotary Camera for microfilms. Since then, Microform has been developing, manufacturing and marketing high-performance document scanners and archiving components. With the introduction of its "**Best Image Quality**" concept, Microform has taken it upon itself to market complete and fully customized scanning solutions and to continue developing them in close cooperation with its customers.

Contact for press inquiries:

Microform GmbH

Andreas Klinke

Anton-Schmidt-Str. 31/1

D-71332 Waiblingen

Germany

Tel.: +49 (0)2207 705431

Fax: +49 (0)2207 705432

e-mail: klinke@microform.de

Internet: www.microform.de