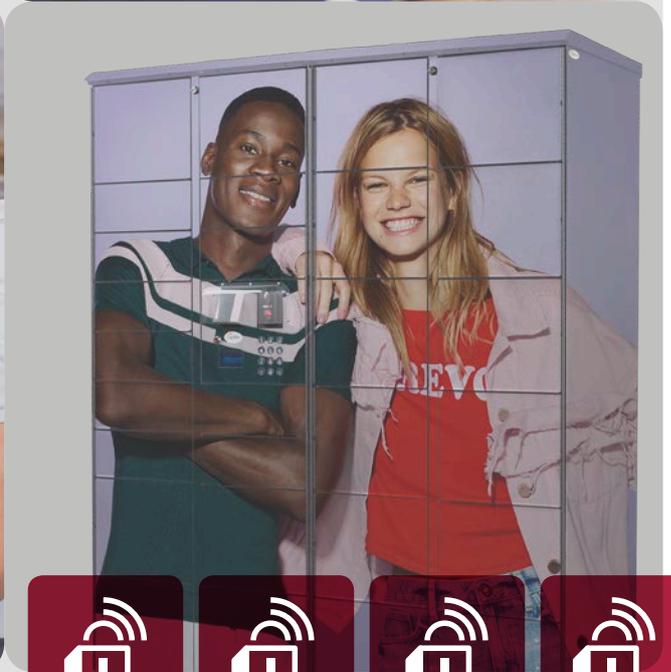
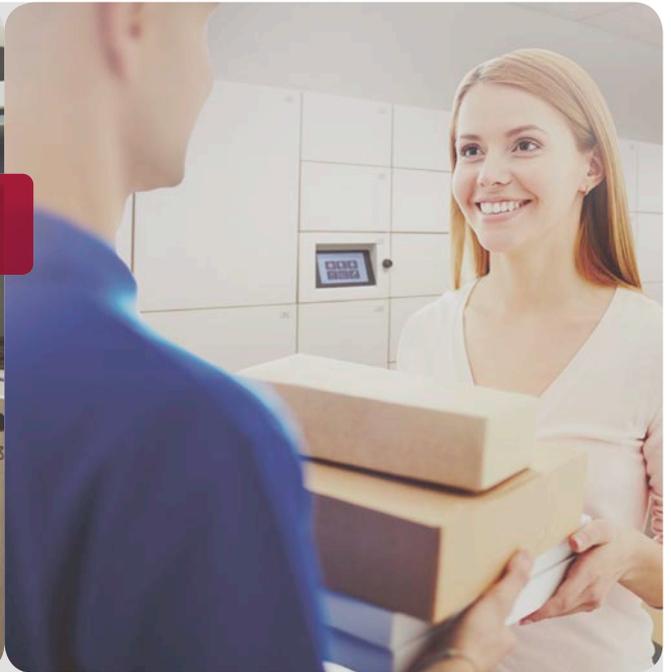


Smart Lockers



Smart Lockers
for Personal
Storage

Smart Lockers
for Parcel
Management

Smart Lockers
for Inventory
Management
/ Smart Asset
Management
Lockers

Smart Lockers
for Retail

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Overview

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 provides four key types of lockers, which are all customizable 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 lockers Smart?

The technology that makes our Lockers Smart will revolutionize 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 Lockers for Personal Storage

Secure, personal storage for your employees and visitors



Smart Lockers for Personal Storage



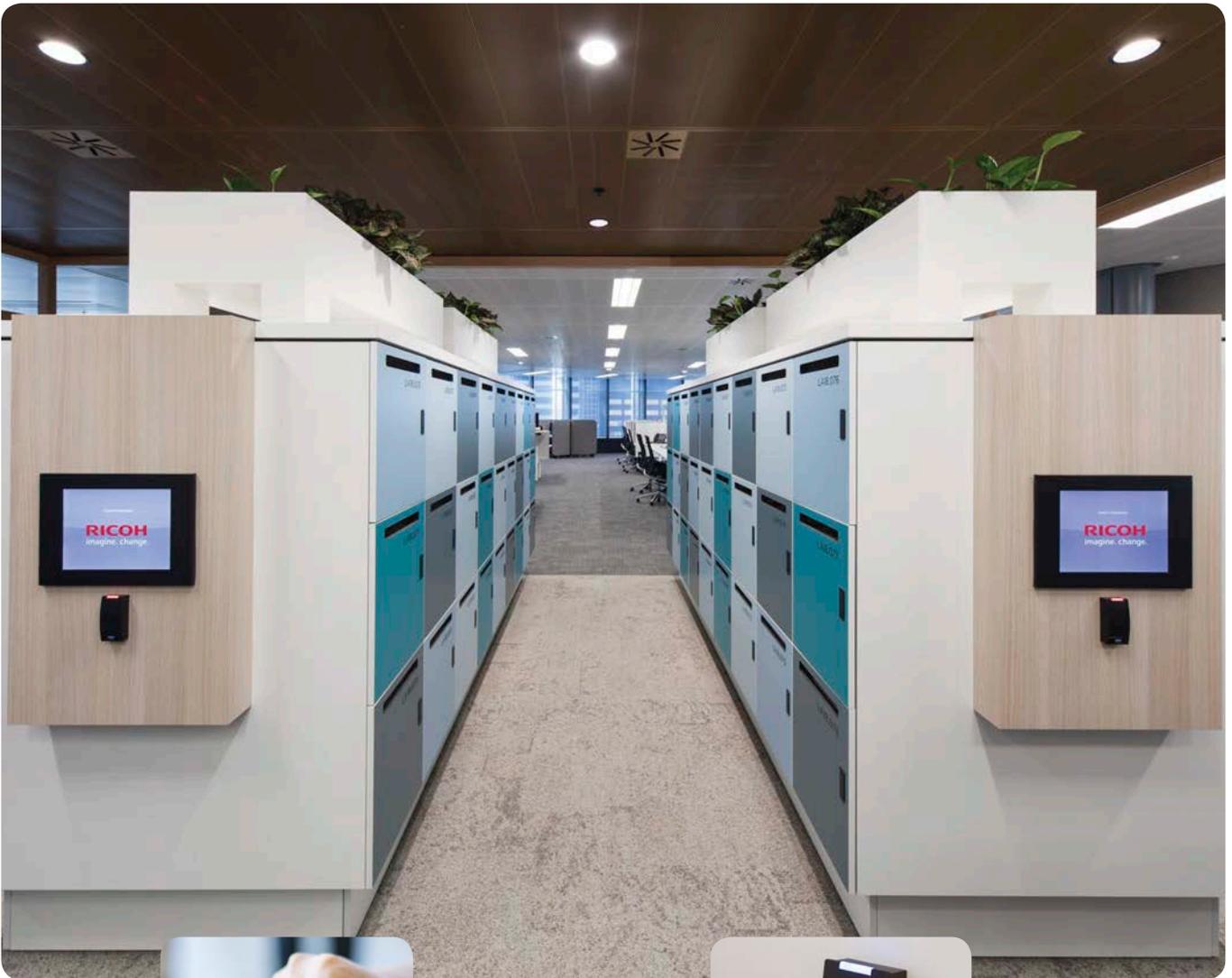
Smart Lockers for Parcel Management



Smart Lockers for Inventory Management / Smart Asset Management Lockers



Smart Lockers for Retail



Link with smart apps - users can reserve storage from their smart device



Secure, keyless check-in and check-out

Smart Day Lockers

Ricoh Smart Day Lockers bring a unique solution to a common workplace problem. With the introduction of agile working and hot-desking, your workforce is increasingly mobile. Yet employees still require personal, and in some cases, team locker space. Managing this day-to-day, whilst auditing usage, dealing with locker hogging and lost keys all adds to the workload of the facilities team and frustrates the workforce.

Smart Day Lockers offer both secure temporary and permanent storage, providing your staff with a safe space for their personal belongings at the workplace, 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.

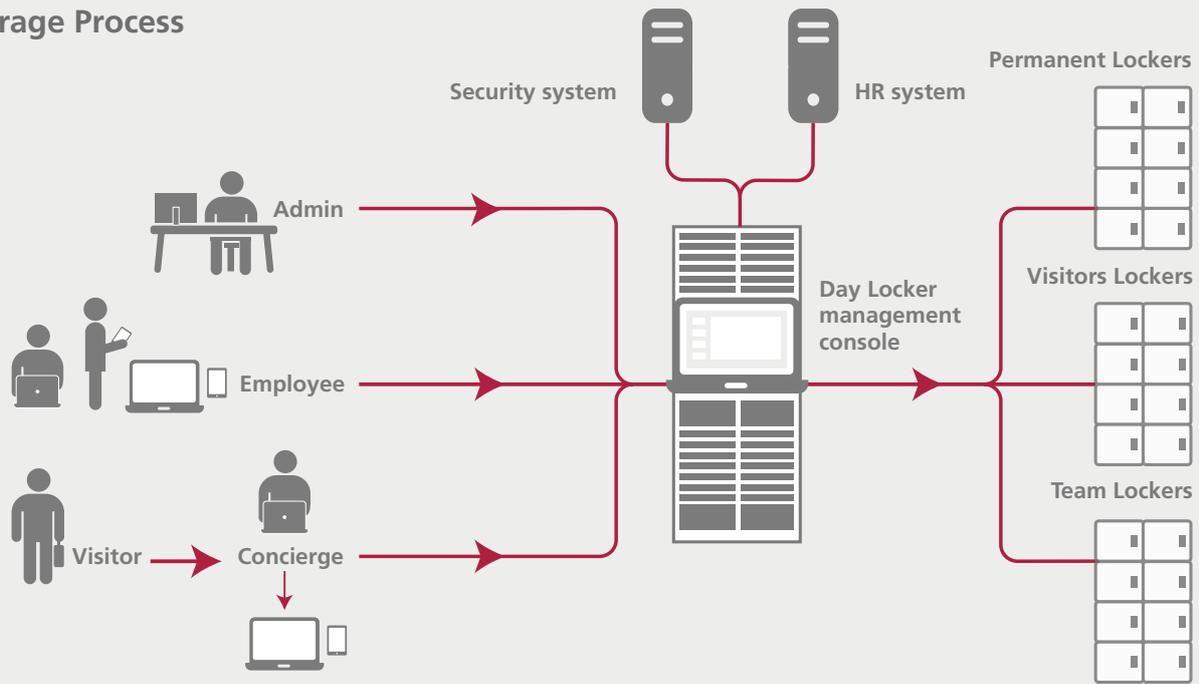
Benefits & Features

Ricoh Smart Lockers enable multiple storage locations to be managed from a single online portal. With a keyless entry system using only a keypad or ID pass/card, the lockers track who is using what, and for how long. You see at a glance how much of your real estate is being used, and by whom, ensuring that all lockers are fully and correctly utilized.

Key benefits:

- Oversight of your locker real estate
- Allocation of individual lockers
- More efficient utilization of your space
- Modular, extendable and customizable
- Keyless access
- Online booking facility
- Increased accountability and reduced hoarding
- 24/7 access (or whenever building is open)

Smart Lockers for Personal Storage Process



The technology behind Smart Lockers

Smart Lockers provide unique locking technology and facilities management, offering greater security for your employees and ease of management for the business. Management of units is centralized at a Locker Bank, which can only be accessed via secure RFID swipe card authentication or a touchscreen interface. This control interfaces with key-free access, touch screen and RF card readers, offering full accountability and security for all users.

Built to suit your needs

Whether you're a large enterprise, a manufacturing business, a university, hospital or school, our range of locker configurations

will help you optimize your property holdings and increase accountability. Our lockers come in a range of styles to suit your needs, whether it's stand-alone or networked and integrated.

Modular, extendable and customizable

The modular column design of the lockers enables them to flex according to your different layout requirements. The size of the lockers are also customizable, to accommodate different staff needs. With a variety of modern, classic and wooden finishes, expect a solution that seamlessly integrates with your existing workplace.



Smart Lockers for Parcel Management

Delivering incredible efficiency to your
mailroom, all in one package



Smart Lockers
for Personal
Storage



Smart Lockers
for Parcel
Management



Smart Lockers
for Inventory
Management
/ Smart Asset
Management
Lockers



Smart Lockers
for Retail



Smart Mail and Parcel Lockers for efficient, accountable mailrooms

Today's mailroom is a busy place. The number of commercial and personal packages being delivered puts ever-increasing pressure on your business. By 2023 the parcels market is expected to reach 2.3 billion items, meaning your business needs to think ahead now.*

A mobile workforce means parcel delivery has become a less manageable process. Logging deliveries, tracking the packages and gathering recipient information all falls to the mail management team. So as more items are delivered to the workplace, it becomes even more time-consuming and less efficient for your team to manage.

Our solution enables you to better manage your mailroom. With secure and trackable locker facilities, you can provide tracked storage for mail until the recipient is available. Ricoh Smart Lockers provide a new approach to parcel management.

Rather than hiring more full-time employees, it's worth investing now in the long-term process management in your business. This enables your current staff to move away from labourious tasks, and get back to adding more value to your business.

The solution

With Smart Mail and Parcel Lockers it is possible to dramatically improve package delivery logistics, and provide a means to

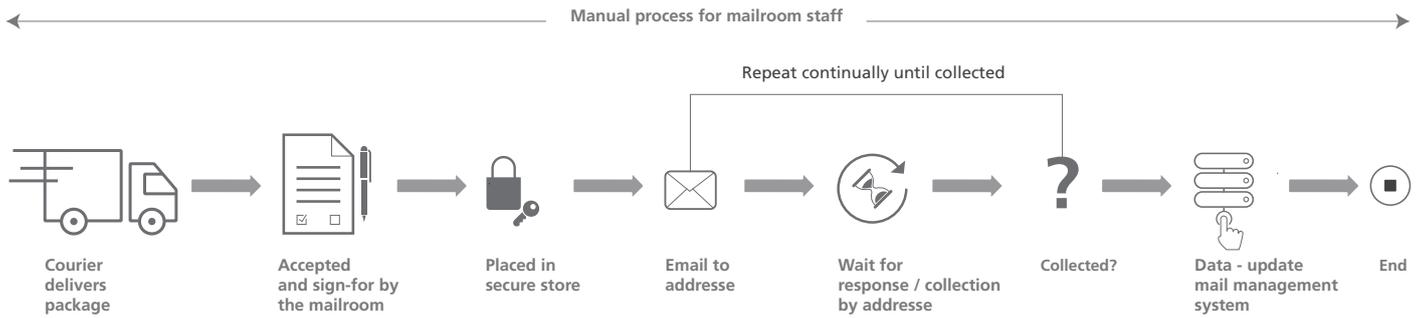
safeguard packages from end-to-end with Management Information and reporting. Employees can conveniently pick-up packages in their own time, through secure, authenticated access. All package drop-offs and pick ups are tracked automatically, ensuring strict chain of custody. Our solution offers a single package delivery solution that will transform your mailroom. With enhanced security, 100% accountability and less margin for human error, Smart Lockers offer considerable benefits:

- Greater efficiency and governance over your mailroom
- Communication with smart devices
- Automated tracking - every package drop off and pick-up is recorded and integration within existing mail management systems
- Security with strict chain-of-custody
- Convenient package collection with 24hr employee access
- Provides more secure and easy to manage storage

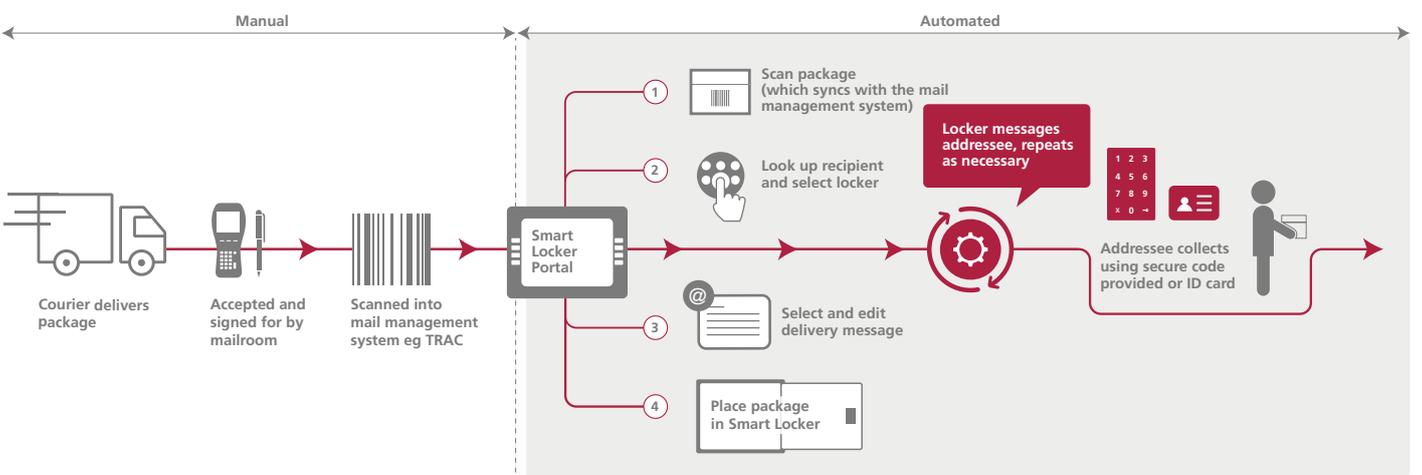
Agile management

Mailroom and facility managers need an agile, long-term management solution. One which can automate processes and reduce repetitive tasks. A solution that can limit the responsibility placed on employees and maintain a more organized and secure mailroom environment. Smart Lockers offer this, plus provide greater visibility, control and reporting.

Without Smart Lockers for Parcel Management



With Smart Lockers for Parcel Management

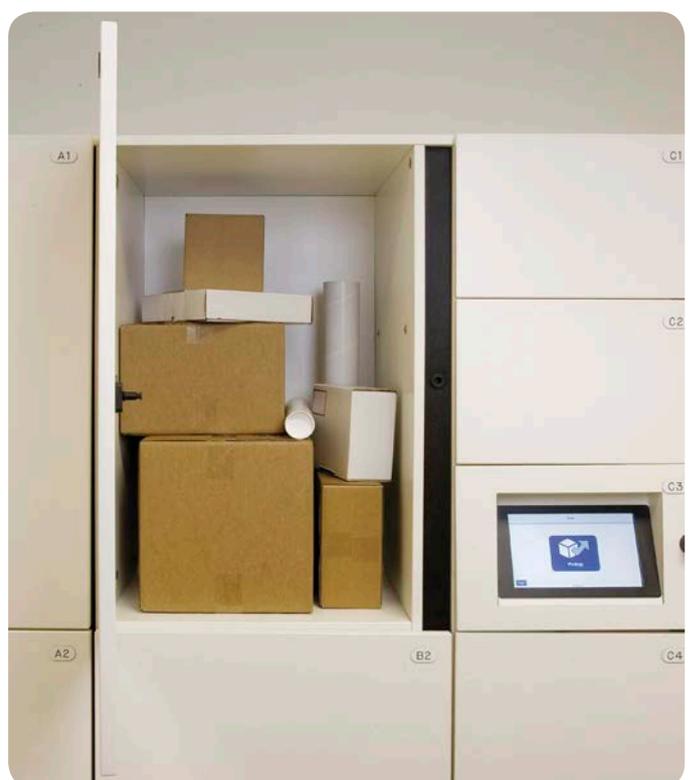


Accountability

Smart Mail and Parcel Lockers offer increased accountability and item control. By offering individual compartment control, and secure, key-free access, Ricoh Smart Lockers dramatically improves package delivery logistics within organizations.

This safeguards assets and offers an end-to-end chain of custody, for peace of mind and increased package throughput. Ricoh's Smart Mail and Parcel Locker solution introduces a new and smarter workflow for the mailroom. We also offer a full-serviced solution, enabling you to focus on your business growth while Ricoh manages your mailroom for you.

Our Smart Lockers use remote software, so that mailroom staff can now scan, register, track and manage the physical delivery through our automated lockers, reporting on all stages of the process for full accountability. Furthermore, our open API allows you to seamlessly integrate Smart Lockers with your existing mailroom systems.



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



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 has an innovative solution to manage inventory utilizing secure, smart, self service lockers.

Smart Lockers can distribute inventory at the point when it is 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 keyless, 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 has an innovative new solution.

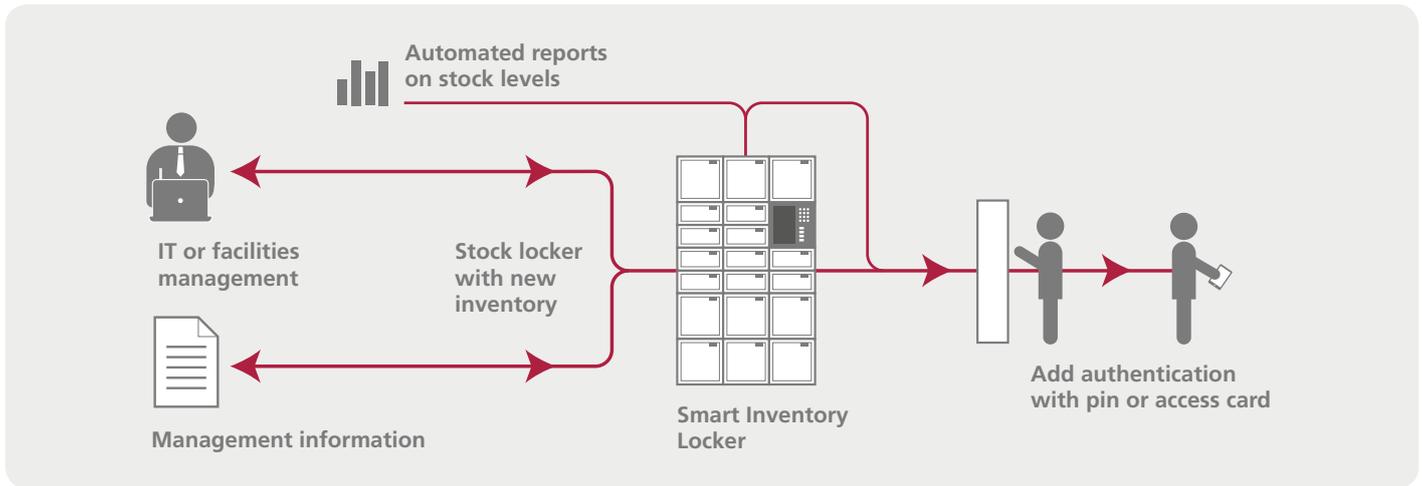
Smart Asset Management Lockers can distribute assets at the point when they are needed, quickly and efficiently. They enable you to be part of a rapidly emerging trend to use secure, self-service automated lockers. For your workforce this reduces time spent off-task whilst accessing tools or equipment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

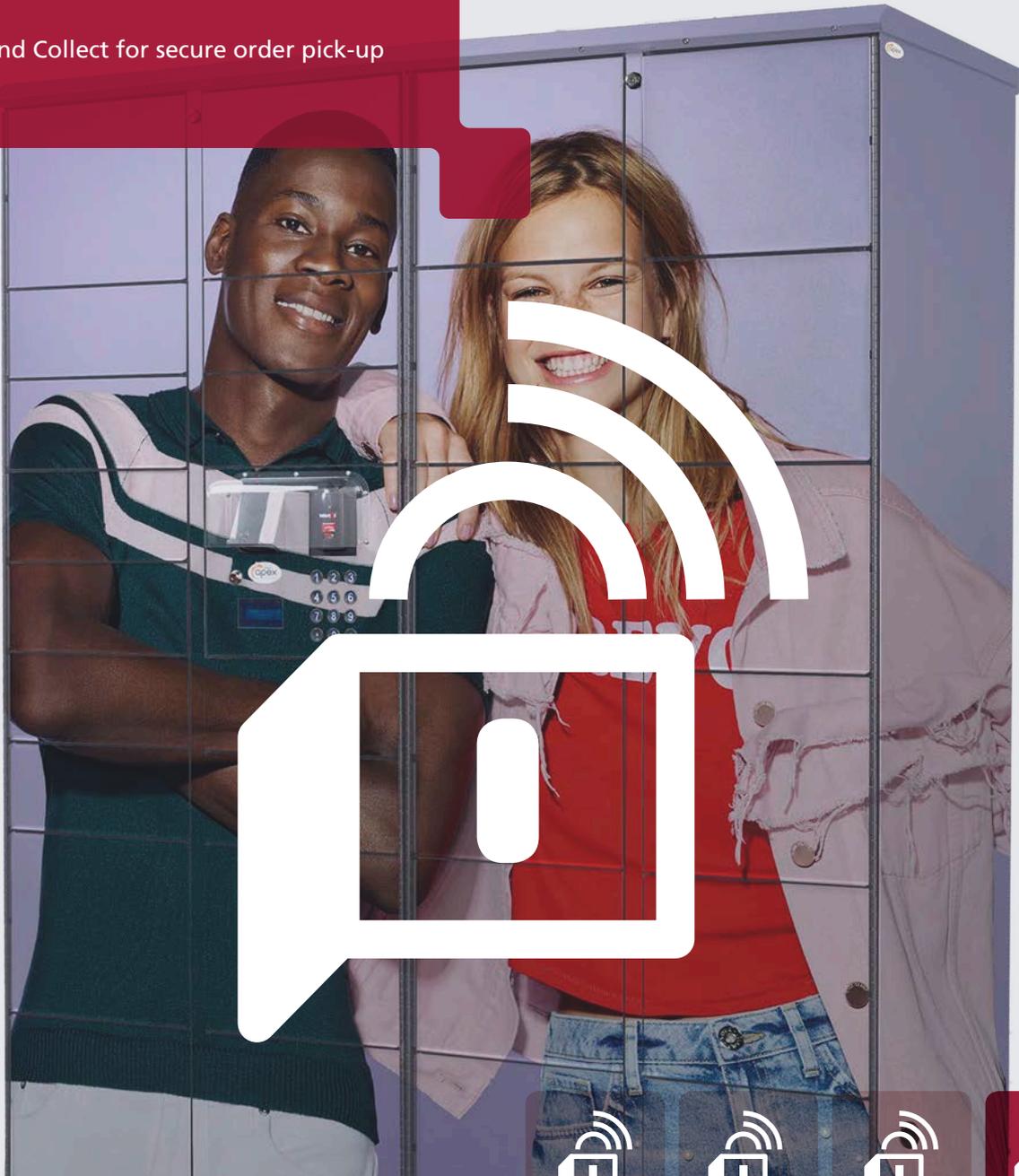
Benefits & Features

- Connected – easy to keep devices fully charged and optimized
- Secure Access – controls based on job roles, departments, work orders and designated authority
- Versatile configurations - customize 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

Smart Lockers for Retail

Click and Collect for secure order pick-up



Smart Lockers
for Personal
Storage

Smart Lockers
for Parcel
Management

Smart Lockers
for Inventory
Management
/ Smart Asset
Management
Lockers

**Smart Lockers
for Retail**



Lockers gives 24/7 availability.
 15 seconds is typical time to collect an order
 3+ minutes using a manual approach

Click & Collect

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. A full set of RESTful APIs are available to allow the creation and management of delivery orders from external systems. Ricoh has already used this process to deploy working implementations with ServiceNow. Ricoh has working implementations deployed with ServiceNow, Remedy and other ITSM applications.

Click & Collect has exposed areas of inefficiencies:

- Process inefficiencies
- Long waiting times
- Reduced customer experience
- Storage space requirements
- Taking staff away from the shop floor

What do customers really want?

- Flexibility – to collect when it's convenient for them
- Good customer experience – no queues or waiting times
- Good customer service – having staff members to help
- Self-serve options – to be able to carry out simple tasks by themselves

In addition to the clear financial benefits, retailers will also see a significant improvement in their day-to-day processes:

- All orders loaded prior to store opening – staff hours better utilized
- Staff are able to focus on other revenue generating activities / merchandising / customer service
- Click & Collect customer diverted away from queuing at the till point – this allows for faster customer throughput and reduced queues
- Suitable for indoor and outdoor use – giving 24/7 availability



Ready to adapt your business with dynamic technology made for hybrid workspaces? Let's explore the benefits of Smart Lockers for your organization together! [Contact us](#)

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