

# Everything at a glance

## Success Story | Compart



Abb.: © Fotolia, James Steidl

The Commercial Register for corporations, cooperatives, partnerships, and associations in Berlin-Charlottenburg uses DocBridge View software to view and process its electronic documents. Judges and judicial officers are able to review the records more easily and pre-registration is more convenient for the branch offices.

Government agencies in Germany have been digital for some time. As of January 1, 2007, documents must be transmitted electronically to the registers of corporations, cooperatives and partnerships. Since then, documents for new entries in the register or changes and deletions can be submitted and accepted only in digital form. The legislature mandated the use of the Electronic Court and Administration Mailbox (EGVP) for this purpose. Comparable to the ELSTER program in the tax office, the notaries are also tied in, with EGVP installed as a client and connected to a specialized application via an interface. Fully electronic records were also introduced at the Berlin-Charlottenburg Register of Corporations, Cooperations, and Partnerships on January 1, 2007.

### One tool for all formats

But there is a problem. One provision stipulates the electronic format the documents may be transmitted in, yet the regulation covers any number of different file types – much to the chagrin of the judicial officers and judges who review the documents. In the worst-case scenario, they need to use a different program to display each of the formats.

In the Berlin Register they made do with Acrobat Reader and the MS Image Viewer, since most of the documents they worked with were PDF, Word and image files. But they still weren't completely satisfied, recalls Angelika Hübscher, operations coordinator for the document management system (DMS) in use. "There were always problems displaying the documents." In addition, there was no way to add comments, notes and remarks that were critical for processing the PDF files. Optical character recognition (OCR) of PDF files did not always work with Adobe Reader. The annotation feature is what makes content review and document compilation much easier. All things considered, the solution less than ideal. What they needed was a tool that displayed all the documents, regardless of format, in one and the same application.

### DocBridge View: Multiple functions with OCR and annotations

Clearly the solution was a multi-format viewer; about that the department and staff committees were in full agreement. The software would also need to offer a wide range of annotation options beyond just inserting text. In an extensive comparison process, they reviewed six comparable solutions and tested them in detail, among them a product that the public prosecution offices in the state of Brandenburg were already using. In the end, it was DocBridge View that best met the Register's requirements, especially because the Compart solution could be easily adapted to individual organizational needs. The document specialists particularly appreciate that DocBridge View allows them to capture text from image files using OCR without difficulty.

### Executive Summary

At the Berlin-Charlottenburg Commercial Register, one of the largest judicial organizations in Germany, there were constant problems with displaying electronic documents. So they introduced DocBridge View, the professional software that can display documents of any format in a single application. The judges and judicial officers are now able to process the content of official documents much more quickly and comprehensively. They especially like the many annotation options and the seamless integration into existing IT systems.

# Format-Independent Document Display

The numerous annotation options are also a plus. The new software offers the following features:

- Area: color highlighting of a section of the page
- Masking: mark areas of the page that are not legible/viewable
- Text: placement of text/insertion of comments (notes such as “Note: anomalous provision in shareholders’ resolution”)
- Stamp: stamp for paper documents (remarks such as «Reviewed»). A checkmark stamp was also developed to quickly check off reviewed content and assist thorough evaluation of the documents.
- Line: placement of lines defined by length, thickness and type

Another benefit: The solution from Compart displays a structured document tree with the annotations from which the OCR for individual pages can be launched. There is also a thumbnail view for a quick overview of the document.

## Automatic electronic notification of notary

The Commercial Register in Berlin receives approximately 200 documents for review each day. They arrive in the EGVP and are automatically transmitted to the DMS. Either a new record is created or the document is assigned to an existing record. Now the legal review can begin.

The judge or judicial officer verifies that all the criteria for entry or a change in the register are met and whether the information provided is incorrect, contradictory or superseded. An interim ruling follows, where a Word document is generated from the DMS, sent to the Electronic Court and Administration Mailbox and from there to the notary.

If the documents submitted are in order, the processor uses the AUREG (automatic registration) process. It ensures entry into the commercial register and works using a qualified signature. After registration, a PDF document is automatically generated, saved in the electronic record and sent to the notary and other parties such as the trade or tax office. At the same time, the entry in the register is published on the Internet (under [www.handelsregister.de](http://www.handelsregister.de)).

## Easy integration into existing applications

Angelika Hübscher: “DocBridge View offers a very good toolbox for seamlessly integrating the program into existing applications.” The Compart software permits better structuring of the document and preparation of its contents, which, Hübscher explains, is especially impor-

tant for large files like bylaw changes or merger documentation, which can comprise 40 pages. “I am continually surprised at how many options DocBridge View offers.”

**“DocBridge View offers a very good toolbox for seamlessly integrating the program into existing applications.” explains Angelika Hübscher**

Today nearly everything runs electronically at the Berlin Commercial Register. Only cost invoices are prepared in the traditional way. Overall,

according to Hübscher, the Register benefits from much greater efficiency and a reduced workload. Thanks to features that largely surpass those of conventional multi-format viewers, DocBridge View plays a major role. What about display problems? Not any more! “With the new viewer, employees do not have to switch back and forth between different programs and constantly re-adjust,” explains Hübscher. Marginal individual enhancements for selected functions are also currently in use, such as in the thumbnail views, search, and preparation for print. In light of their positive experience with DocBridge View, Hübscher reports that the Berlin Commercial Register is very happy they selected the software for this extremely important project.

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