DRESSCODE™
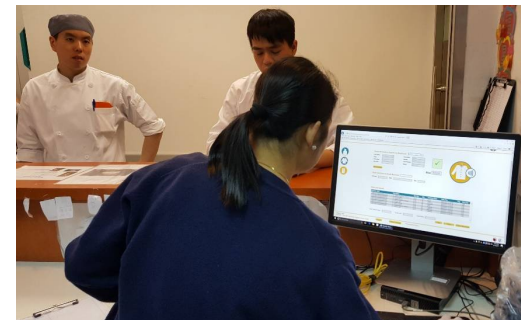
Hold on to what you *hand out*

Protecting the inventory that you give out to employees or send out for cleaning

Applications for tracking uniforms and linen with RFID and bar codes

Making users and vendors accountable

Smart, clean uniforms make a big impression but how do you keep them that way – or keep hold of them at all?

DRESSCODE – Autovalet's inventory management software – provides the answer by making employees accountable for what they have been given.

Every item in inventory is marked with a unique bar code or fitted with an RFID chip for ease of scanning. Whenever an item is issued to an employee, it is scanned and recorded.

The same happens when items are sent for cleaning. How can you be sure that all your uniforms and linen are returned by the laundry? Because DRESSCODE monitors what has been sent and checks in every item returned – allowing you to confidently claim for losses at the laundry.

DRESSCODE can track almost anything that you hand out to your employees or send out to a vendor – uniforms, linen, towels, mops. This guide explains how we design systems to suit *your* application.
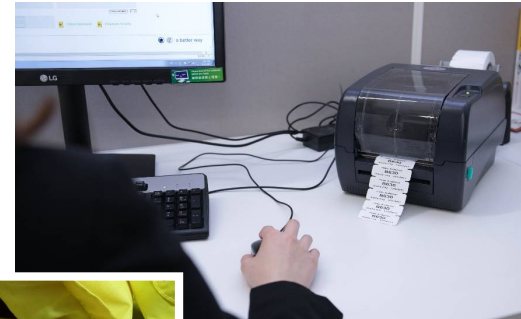
Bar codes or RID chips?

DRESSCODE protects inventory by identifying each individual item with a unique asset number.
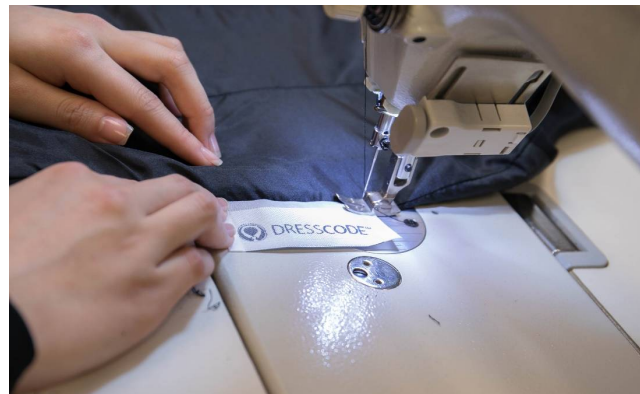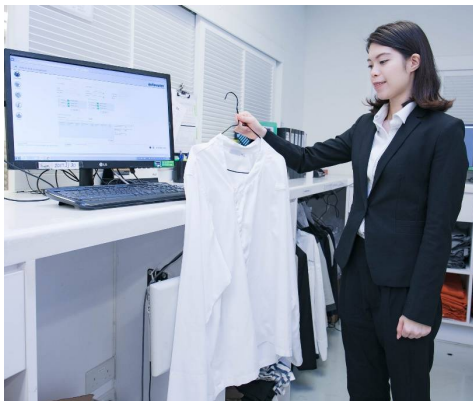
This is done either by attaching a bar code label to the item using a heatseal machine or by fitting an RFID chip and then registering that article in DRESSCODE.

RFID chips are typically used for high-value items and those that are sent out for cleaning. They can be sewn in to the item during manufacture or added using a fabric pouch.

DRESSCODE will handle a mix of bar codes and chips – consult your Autovalet sales contact for advice on the best identification method for your inventory.

DRESSCODE will print bar code labels

Autovalet manufactures its own RFID readers

To protect the inventory, scanning may need to take place in several locations as items are issued or sent out for cleaning.

Each location will often use a different type of scanner to suit the activity. The various types are illustrated opposite. Each scanner consists of an Autovalet RFID reader and one or more antennas mounted in an assembly to suit the application.

At least one location will be used as the Registration point – where inventory is scanned and registered in DRESSCODE. This scanner can also be used for other purposes such as assigning items to employees.

Typically, the following scanners are provided:

- Registration scanner to register new inventory (Desktop)

- Issue scanner to record items being issued or collected by employees (Desktop)

- Soiled chute scanners to record items being sent for cleaning (Fixed-type)

- Clean scanners to record items returned from the laundry (Fixed-type)

- Handheld scanners for counting inventory

Registration scanner
(1 antenna)

Issue scanner
(1 antenna)

Soiled chute scanner
(2-4 antennas)

Clean scanner
(2-4 antennas)

Handheld scanner using
DRESSCODE mobile

Manually tracking uniforms

Many hotels operate a Uniform Room where employees collect their uniforms from an attendant.

DRESSCODE will not only introduce inventory control to reduce losses but will also make the entire operation much more efficient.
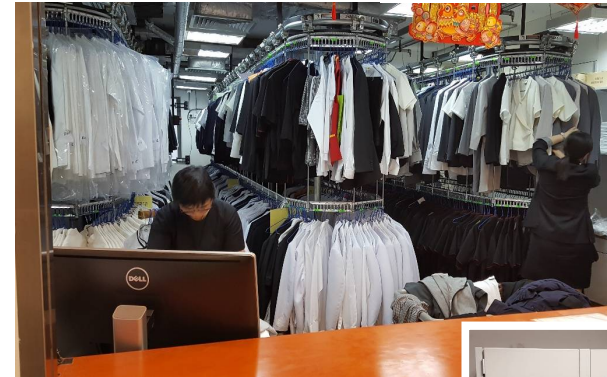
An issue scanner set up on the counter can also serve as a registration point for new inventory.

Once all items have been labelled or chipped, employees will identify themselves and their record will appear in DRESSCODE. Each item collected is scanned as it is handed over and the employee's record is updated.
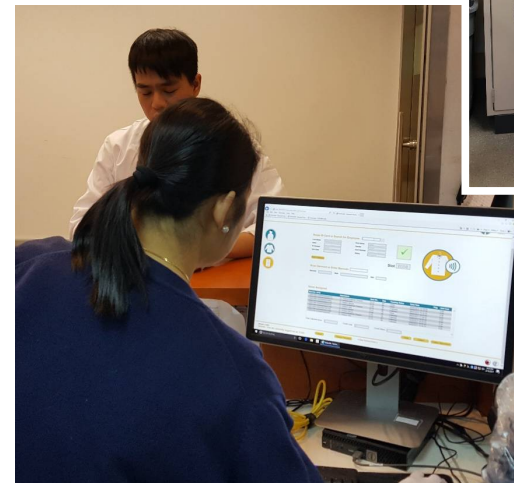
Where RFID chips are fitted, soiled items dropped through the chute are automatically scanned and added to DRESSCODE'S tally of items sent for cleaning.

Clean items returned from the laundry are wheeled past the clean scanner and DRESSCODE automatically updates its records.

At any time, managers can view which items have been issued to employees and what has been sent to the laundry but not returned. By eliminating paper records and manual counting, less labour is required and losses can be prevented.

Items are manually scanned at the counter on collection

Automated uniform issue

Autovalet's range of automatic uniform issue machines save labor and can scan uniform movements at the same time.

There are three types of automated issue machine:

- CabiNet for smaller properties works only with RFID
- Autovalet MK is widely used in larger properties
- AutoLoad SP provides a uniform and bag service to save space

DRESSCODE will print slot number labels that are attached to each garment indicating where it should be hung in the system. Each Autovalet system can operate with bar codes although automated contents scanning is only possible with RFID chips.

DRESSCODE manages every issue machine along with the associated scanners. Employees are provided with a fixed slot in one of the machines where their uniforms are hung and they can swipe their ID card and get access to their uniforms.

Soiled items are dropped off in wall-mounted chutes and automatically scanned. Clean garments are either scanned automatically as they are delivered to the room or by scanners mounted in the machines..

Automated scanning with Autovalet RFID readers

Scanning linen and towels

Linen and towels can be tracked just as easily as uniforms where hotels and their laundry work in partnership.

The hotel is supplied with three RFID scanners:

- A registration scanner to register new inventory/remove old

- A soiled scanner at the base of the linen chute or in the linen sorting room

- A clean scanner at the loading dock or adjacent hallway

- A handheld scanner for stock checks

The clean scan can be automated provided that the laundry uses DRESSCODE to scan bundles of linen prior to loading into carts. This arrangement saves labor and space at the hotel.

DRESSCODE will reveal the true par of every linen article and allow the hotel to properly budget for replacements as well as identify losses at the laundry.

Usage can be expensed to departments and outlets and access controls implemented for items such as napkins and pool towels.

Autovalet RFID readers are mounted at the soiled linen chute and delivery dock

RFID in the laundry

DRESSCODE'S laundry module with RFID offers benefits to both rental and COG laundries.

For rental, DRESSCODE allows you to view what has been sent to a customer and compare it with what has been returned. It provides a real-time view of the inventory along with historic usage, aging and planned replacement rates.

For COG laundries, RFID is an essential aid to ensuring that clean shipments match with soiled items received. A typical implementation features the following:

- Tray scanner for registering inventory (rental laundries)
- Fixed soiled scanners mounted over sorting stations or on CBW conveyors
- Tray scanners located at clean packing for scanning and checking bundles of linen
- Fixed scanners mounted at dispatch to record items leaving the laundry

DRESSCODE also offers a co-branded version that allows your customers to view selected data.

Save labor, reduce losses and budget for the future

- **Buy better and buy less**

  Once your inventory is fitted with bar codes or RFID chips, DRESSCODE will provide a detailed view of current stocks in every style and size.   You can address actual shortages rather than buying what you think   you need.

  As items are assigned and used, the inventory will be automatically adjusted. And by recovering items when employees leave, you can re-use them and avoid purchasing new.

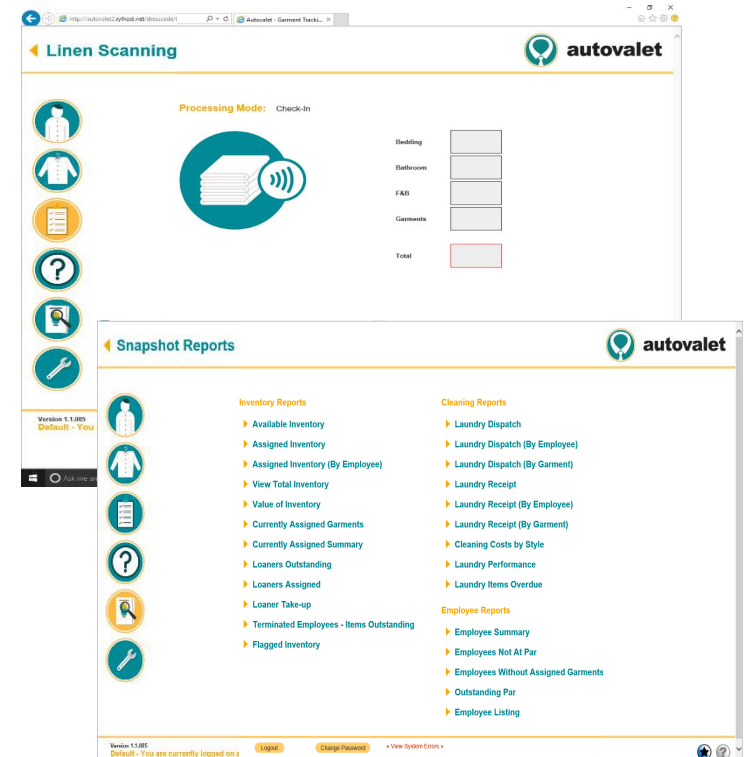- **Recover the cost of lost uniforms and linen**

  Uniform losses occur either at the cleaners or when employees are terminated and don't return what they have been assigned.

  DRESSCODE allows you to identify what has been issued and recover those items from employees before they leave.

  DRESSCODE automatically tracks items that have been sent for cleaning and records their return – saving you the labor used for counting. The cost of any garment not returned can be claimed back from the laundry

- **Budget accurately for future purchases**

  As garments and linen are used and cleaned, they wear out. DRESSCODE will set replacement policies for every style and age each item accordingly, providing you with a detailed list of what needs to be purchased in future.

DRESSCODE displays a simple 'dashboard' showing current and past movements along with clean stocks. A wide range of reports are available to track usage, allocate expense and budget for future purchases

Installation of DRESSCODE on your server or PC will be carried out over the internet. Any interfaces to external systems such as HR will also be configured remotely. An engineer will install all scanning equipment on site.

Training will be provided by an initial Webex classroom session so that operators can become familiar with the layout of DRESSCODE. They then learn to navigate using a Test database made available for their use. At the time of equipment installation, our engineer will provide hands-on training in all procedures within DRESSCODE, including operation of the scanners.

Support

Autovalet engineers are based in the US, Europe and Asia. In addition, a network of local dealers and Appointed Service Centers provide local assistance. Factory technicians will offer support from locations around the world to provide near 24-hour back-up.

- Software support and upgrades via VPN or Teamviewer

- On-going and refresher training of attendants via Webex

- Automated ticket system for fault reports

Contact

www.autovaletsystems.com

DRESSCODE™