

Design and Layout Services

Align your ADF operation for outstanding efficiency and cost savings

The layout of your ADF facility affects everything from throughput to materials handling and employee safety. Better facility design and layout translates to more effective use of space, more cost-efficient operations and higher productivity.

With Pitney Bowes Design and Layout Services, you'll get the expertise you need to ensure an optimal layout for your facility and heightened performance for your ADF operation.

Design and layout solutions that fit your needs

Whether you're looking for ways to improve the layout of your existing operation or planning a brand new facility, we can help. Our expert design and layout services employ industry-proven practices designed to maximize throughput and operational efficiencies.

We'll produce expert design and layout recommendations based on detailed, on-site analyses of all aspects of your operations, from documenting process flows to the placement of equipment in a manufacturing structure. We'll show you how to minimize floor space, while maximizing associated efficiencies of materials handling and waste disposal. We'll also review storage and movement of all materials and consumables, ergonomic design and health/safety concerns, including lighting and general layout of operations.

A written report will provide a facility design and layout including documented process flow and placement of equipment. We'll address specific recommended changes to procedures, materials handling, health/safety or other areas as necessary to achieve your desired goals.

Additional programs available today

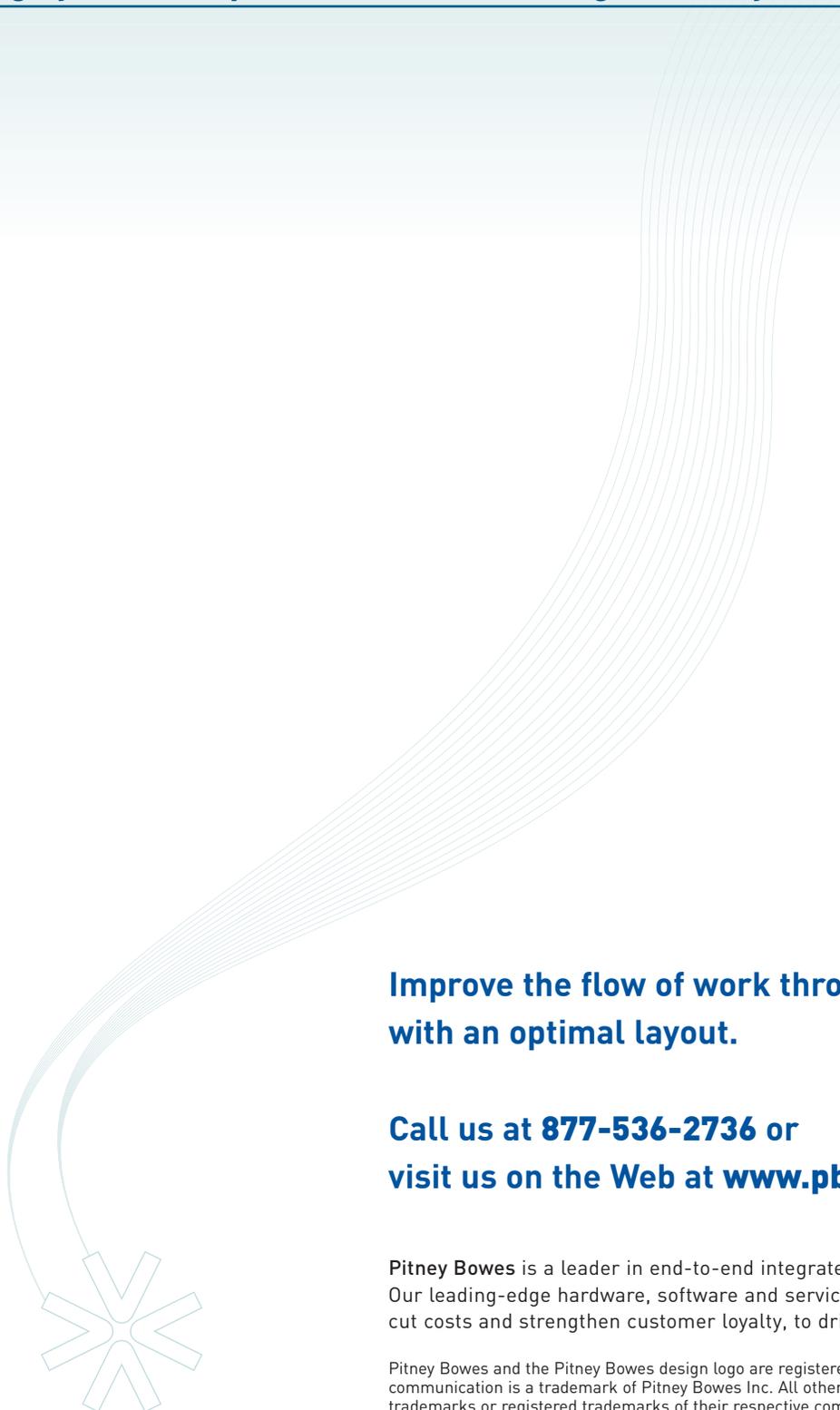
Design and Layout Services are part of a series of Workflow Solutions education and professional services programs available to further enhance your operational performance:

- * Production Mail Management Training
- * Materials Procurement in ADF Operations Training
- * Operations Site Assessment
- * High-Speed Integration Service
- * System Optimization Services
- * Best-in-Class ADF Assessment
- * Management Metric Development Services
- * Operations Review
- * ADF Management Development Program
- * Lean Six Sigma



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**Improve the flow of work through your facility
with an optimal layout.**

**Call us at 877-536-2736 or
visit us on the Web at www.pbdm.com.**

Pitney Bowes is a leader in end-to-end integrated mail and document solutions. Our leading-edge hardware, software and services can help you grow revenue, cut costs and strengthen customer loyalty, to drive your long-term profitability.

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Engineering the flow of communication™

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