



YUKON-NEVADA GOLD CORPORATION

CREATING AN EFFICIENT WORKFLOW BETWEEN VIRTUAL OFFICES AND STREAMLINING APPROVAL PROCESSES

COMPANY

Yukon-Nevada Gold Corporation

BUSINESS

Mining

FINANCIAL SOFTWARE

Sage Accpac

PARTNER

Caron Business Solutions

Background

YGC Resource Ltd. was incorporated in 2007, then took over Jerritt Canyon Mine in Nevada and established the Yukon-Nevada Gold Corporation (YNG). And recently, YNG partnered with Northwest Non-Ferrous International Investment Company Limited (NWI), a Chinese investment company, to form Yukon-Shaanxi Mining Company Inc., which will continue to explore and develop mineral resources in the Yukon. Currently holding a diverse portfolio of gold, silver, zinc, copper, molybdenum, titanium, rare earth metals, aluminum, lead, uranium and vanadium, YNG continues to grow and is traded in the Toronto Stock Exchange under the symbol YNG and the Frankfurt exchange as NG6.

Challenge

With diverse teams working over 2,500 miles apart in two different countries and several employees operating remotely for business travel, YNG needed an efficient system to manage their purchase order and approval process. They needed a way for everyone within their dynamic company to access important documents in order to ensure timely and fluid approval processes.

Solution

YNG decided to integrate an online paperless management system into their growing company. After looking at other document management systems, YNG chose to *doc-link*™ because it had the most comprehensive features. As a result, YNG employees can now easily access and approve files remotely. Plus, since they installed *doc-link* in both their Yukon and Nevada offices, YNG can also expedite the uploading process in order to access documents from both company locations — as well as from anywhere around the globe. As Sunny Purewal, Controller at YNG explains, “By using *doc-link*, it’s quite easy for employees to just log in through their laptops and be able to do approvals.”

Benefit

For YNG, *doc-link* has provided a variety of valuable benefits. The company is currently saving in printing and storage costs as they no longer print out their purchase orders — P.O.s can now just be printed directly to *doc-link* and reviewed online. They are also using *doc-link* to manage an approval process for vendors, which helps them prevent fraud. In addition, they are uploading employee expenses, payments to contractors, vendor contracts and even bank statements to *doc-link*.

And, it’s made things easier for them on the inventory-side, as well. “Purchase orders are no longer being held up because people don’t have time to look at them,” said Purewal.

They even use *doc-link* to share workloads among personnel. If someone is out of the office, another temp or staff member can still access and take over their workflow, Purewal explained.

However, perhaps the biggest benefit for YNG has been in time and project management. “It’s definitely saved us a lot of time and headaches because before, we were having to email items out for approval and many of them needed multiple approvals. So you never really knew where any one document was in the chain,” said Purewal.





“But, by using *doc-link*, it’s been much easier to track everything down without having to double-back to figure out who has something,” she explained. “I can’t imagine where we’d be if we didn’t have the program to track all of our purchase orders for us, because there are just so many going through every day,” she continued.

In the future, YNG plans to start uploading all of their sales reports to make them easier to track. And, they’d like to give auditors access to their files so they can go in and find the documents they need. As they continue to maximize its use, YNG foresees expanding their usage of *doc-link* even more. “There is still more that I think we can be using it for moving forward,” Purewal said. ▲

“
PERHAPS THE BIGGEST
BENEFIT [OF *doc-link*]
FOR YNG HAS BEEN IN
TIME AND PROJECT
MANAGEMENT.
”

Sunny Purewal
Controller
Yukon-Nevada Gold Corporation