



Ehsan



SOLUTIONS

DIGITAL CONVERSION SERVICES

Transformed Your Working Area into A Digital Workplace Environment

Information is power, but knowing where it is stored is the key to unlocking its full potential.

Storing and replicating of their digital information in other locations in DRC or secondary storage are still lacking and overlooked. Digitilization facilitates the organization's most valuable assets by converting data in paper such as texts, images, schematic drawings and books into digital formats with high quality and searchable files that can be accessed instantaneously through indexing values as key search and OCR (Optical Character Recognition) for split-second searches. These digital information and data stored or replicated in their DRC can be instantaneously replicated and duplicate into their storage to avoid any loss of businesses when mishap occurs.



Current VS Digital



Physical manpower required to retrieve information.



Moving into a Digital Age where information can be obtained from your fingertips.



Physical documents prone to theft.



Digital documents can be easily secured by means of User Access & File Restrictions.



Business can be lost due to accidents or acts of god.



With a proper Disaster Recovery Plan, your business data can be retrieved with minimal fuss.



Documents are not easily accessible when not in office.



Digitization allows access of information anywhere, anytime.



Documents are not easily accessible when not in office.



Digitization provides a Greener environment for our sustainable future.

Working in a digitally working environment has proven to increase productivity, efficiency and less stress compared to a workplace filled with files and documents in a dis-organized manner.

After all the Digitization has taken place, the company has taken the 1st step towards a digital workplace environment where most organizations are embarking nowadays instead of the old traditional way of working environment.

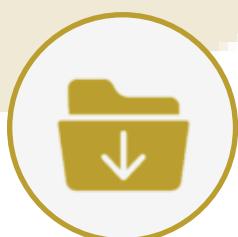
Digitalization initiate the key components in a digital workplace through the 3 components illustration.



Capture



Manage & Collaborate



Store

Objectives & Benefits



Eliminate Information Theft



Protect Intellectual Property



Customer Satisfaction



Improves Staff Efficiency / Productivity



Optimize File Search & Retrieval



Improves Space Optimization



Green Working Environment



Replication at DRC – Force Majeure

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Sterile Imaging Centre

EHSAN provides on-site at client premise, off-site at EHSAN centre and dedicated custom-built centre for document imaging processing.

We adhered to strict regulations and compliance in our sterile imaging centre by implementing the 5S policy.

Staff belongings such as bags, wallets/purse/mobile phone etc are disallowed entry into the centre. Dedicated lockers are reserved for such storages.

All usb ports in the centre are disabled and no internet connection is available.

The centre is equiped with 24x7x365 CCTV, smoke detector and 2 level of access into the imaging room.

Security personnel conducts random staff screening moving in.



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