



## Relocating staff across a business and moving offices – much easier with scanned documents.

“The picture of the paper documents from all those filing cabinets ready to go to document storage and the same information on a portable hard drive, impressed even the Financial Controller”

said Peter Walker, Head of ICT Mobilisation.



Carillion acquired a company and allocated the staff to its existing divisions. The staff re-located to existing Carillion offices, so the HR department needed to deal with the employee records quickly and there was no space for all the paper in the existing Carillion buildings. Ether Solutions were engaged to rapidly implement a one-off scan of the existing employee files, load the images into the Carillion document management system and then transfer the scanning solution to one of the existing Carillion divisions to enable on-going scanning to take place.

“Ether Solutions experience of working with Carillion and skills at implementing a scanning solution using the market leading Kofax software, made the task possible in just 4 weeks” said Peter Green, the Carillion Business Services Manager.

The work Ether Solutions put in to get the employee files available in the Carillion document management system enabled the existing HR manager in each of the divisions who received staff from the acquisition to provide a good level of service.

[www.ether-solutions.co.uk](http://www.ether-solutions.co.uk)

*The Enterprise Portal, Document Management, Content Management and Document Capture Specialists*



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