

Public sector lags behind in electronic document management

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Gerrards Cross, UK – 24th June 2009 – A survey launched today by the market leader in multi-function printer (MFP) document imaging software, eCopy, Inc., reveals that the public sector is lagging behind the private sector in adoption of document management systems (DMS). Of the organisations polled, 42% of those in the public sector said they use a DMS compared to around half (52%) of their private sector counterparts.

The independent research report, called 'Effective data protection – reality and risks', was conducted online with over 100 senior executives, operational and administrative staff in UK public, private and voluntary organisations. The research found that more respondents from the private sector are familiar with DMS than those in the public sector (48% and 31% respectively).

Although figures for making a paper copy of the original are similar in both the public (32%) and private (33%) sector, only 14% from the public sector capture the document electronically, compared to nearly four in ten (38%) in the private sector.

When it comes to storage of copies, both sectors use a combination of methods. In the public sector, nine out of ten (91%) organisations are using traditional filing cabinets to store copies of original documents, with 72% using electronic data storage. This compares to 67% and 90% respectively for the private sector.

When asked how they disposed of original documents, 33% in the private and 20% in the public sector said they simply recycle documents as they are. Alarming, 4% of respondents from the public sector admitting to binning them without shredding them first.

Commenting on the research, eCopy's sales director for UK and Ireland, Simon Hill, explains: "The research highlights a need for improved organisational procedures in public sector organisations with regard to taking copies of sensitive documentation, its storage and disposal after use. Document management and document imaging solutions provide enhanced security of document capture, storage and disposal – all of which helps to protect against fraud and theft of information and identities.

"The best solution to capture sensitive data is to introduce it into a secure electronic workflow directly from the input device, either an MFP or scanner. The user can then protect and control who gets to view, edit or print the scanned document. In this way organisations can minimise potential failures, by enforcing adherence to business processes through Intelligent Document Routing.

"Intuitive document imaging solutions, such as eCopy ShareScan, eliminate the need for creating paper copies as well as reducing risk when disposing of them. They also enable increased productivity, better compliance through effective audit trails and increased return on investment in existing infrastructure, software and hardware, including multi-function printers."

For a copy of the report please email claudia.kellermann@portfoliocomms.com or call 02072406959

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About eCopy, Inc.

eCopy™, Inc. is an innovative provider of open and flexible solutions that transform paperwork into paper that works. With more than 100,000 units of eCopy ShareScan sold, eCopy is the market leader in MFP document imaging software. eCopy customers include GE, Time Warner Inc., Yahoo!, Nissan, Verizon Wireless, BP, Sprint, General Motors, Siemens, Cisco Systems, SAAB, and Sony Corporation. eCopy, Inc. is a global company headquartered in the United States, with subsidiaries in Japan and the UK, offices in Germany, France, Scandinavia, Canada, Singapore, New Zealand and Australia. For more information, visit <http://www.ecopy.com> or join the conversation at eCopy's Document Imaging Blog at <http://documentimaging.typepad.com/>.

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