



# Digitalisation & Data Capture

High-Accuracy Document Scanning  
for Instant Digital Access to Your  
Records



# Digitise Your Business Knowledge

## Dynamic Data Capture

Kefron provides the latest technology and best practice techniques in scanning and capture solutions. We work with documents of all sizes including books which can be saved electronically in black & white, colour and greyscale.

### PEOPLE AT THE CORE

Our team works closely with customers to understand their needs and provide tailored solutions to improve how they manage their records. Kefron's team of specialists supports both physical records



## Find the Right Solution for Your Business



### Scan to Process

Capture data at the point of origin to streamline business processes and enable seamless integration into DM / ECM systems.



### On-Site Scanning

Fully managed document and data capture services delivered at your facility, keeping sensitive documents securely on-site.



### Digital Mail Room

A blend of outsourced mailroom services and software solutions to reduce costs, speed up processes, and support paperless operations.



### Bulk Scanning

Ideal for large-scale or first-time scanning projects requiring high-volume information capture.



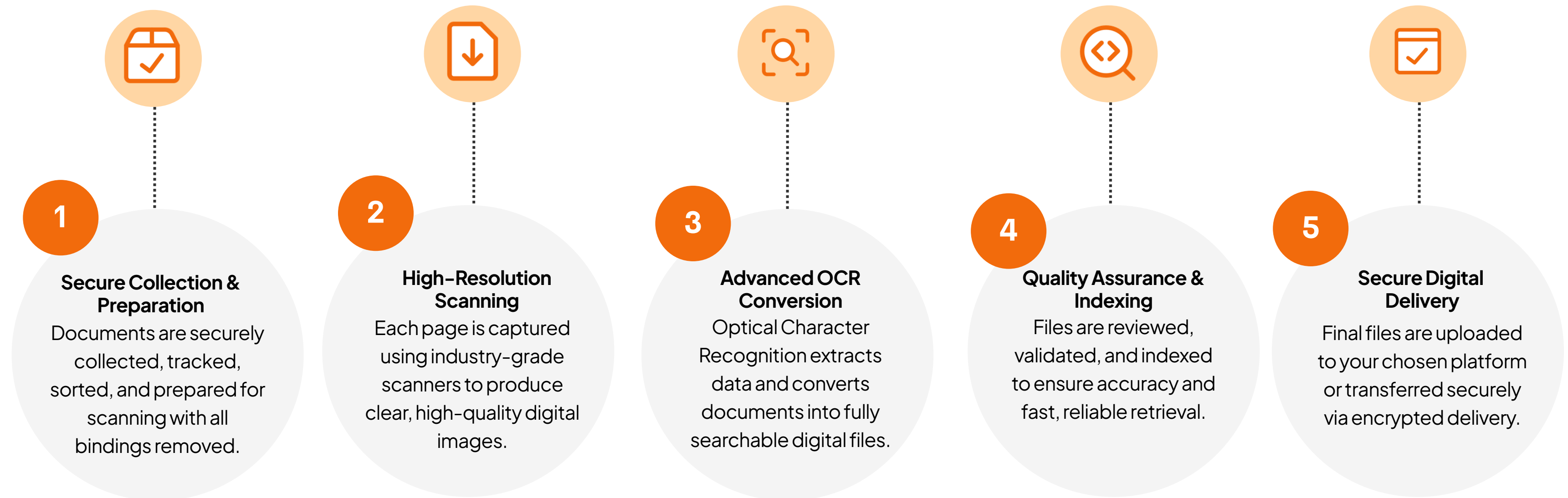
### Document Hosting

Secure, cost-effective online access to scanned documents via Kefron DM, no additional software required. View, print, or save files with ease.

# Our Secure Document Digitisation Process

A structured, end-to-end document digitisation approach that safeguards your information throughout the entire lifecycle, maintains strict quality and accuracy controls, and delivers secure, fully searchable digital files to support faster access and improved operational efficiency.

## HOW IT WORKS



# The Value of Digital Transformation

1

## Reduced Costs

Streamlined information management lowers the time and expense associated with filing, storage, and document retrieval.

2

## Increased Productivity

Searchable digital files enable instant access, faster processing, and improved workflow efficiency across teams.

3

## Enhanced Customer Service

Quick access to accurate information allows you to respond faster and deliver a more efficient customer experience.

4

## Improved Use of Office Space

Digitising physical records frees up valuable office space previously used for storage cabinets and archives.

5

## Secure Disaster Recovery

Protect critical business information with secure digital back-ups stored in a controlled environment.

6

## Compliance & Data Security

Maintain stronger data control with secure handling, controlled access, and auditable digital document management.

# Unlocking Legacy Data

High-Fidelity Digitisation that Transforms Static Archives into Actionable Assets



Kefron's services include bulk-scanning, recurring scanning, scan-on-demand, and digital mailroom. We can create a high-quality digital repository that fully integrates with your existing document management (DM) or Enterprise Resource Planning (ERP) systems. We don't just scan; we classify, index and capture data to your specific business requirements.



## Large-Scale Digitisation

Over 30 years of experience managing complex digitisation projects for over 1,000 clients across public and private sectors, including business records, patient files, maps, blueprints and books.



## High-Speed & Intelligent OCR

Utilises high-speed Kodak production scanners and advanced Optical Character Recognition (OCR) technology to capture every word, making records 100% text-searchable.



## Certified & Compliance-Driven

Certified to ISO 9001, 27001, and 15489 (Records Management), ensuring a secure, auditable chain of custody from collection to digital delivery to online archives or business processes.



## Net Zero Operational Commitment

Targeting net zero carbon emissions, all our vehicles run on HVO (hydrotreated vegetable oil) and 100% of our electricity supply is from renewable sources.



**30+**  
years  
of digitisation  
experience

**1000+**  
clients  
across public and  
private sectors

**100%**  
text-searchable records  
through advanced OCR  
technology

**high**  
speed Kodak scanner  
Capturing high volume  
records accurately

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