



Company Overview

For over a decade Digital File Systems (DFS) has been providing out-sourced and in-house document scanning, microfilm and microfiche conversion. We digitize documents and then incorporate them into a simple to use storage, retrieval, and search engine system. Documents are then available to the people who need them at push button efficiency. Files are more manageable; protected from loss and misuse; and regulatory compliance is made simpler and more cost-effective. DFS has implemented Laserfiche as a software solution for many clients. We offer a complete suite of flexible tools to find, capture, manage, protect and distribute information. Our experience has taught us that arming users with a comprehensive solution to better manage the documents & information handled in day-to-day processes benefits the entire organization. The companies that are transitioning to a more paperless work environment are more efficient. Laserfiche solutions has brought these document management benefits to more than 21,000 organizations around the world including NATO, US State Department, US Secret Service, National Immigration Institute of Mexico, Texas A&M, many local & state government run municipalities, court systems, private law firms, manufacturing and service companies.

Document Management & Scanning Helping Utilities Sector

The ability to rapidly access current and archived files and microfilm is invaluable in today's competitive and revolutionary utility market. A robust but equally secure document and records management solution helps organizations manage growing demands more quickly with fewer resources. This reduces operating costs and limits liability. Maintain control and increase efficiency with the ability to instantly retrieve reports, proposals, engineering records, permits, drawings and plans, work orders, configuration documents, operation and maintenance documents, and records such as human resources and accounting.

- Enable document and records sharing between different offices, departments and outside companies
- Automate business and document filing processes with custom routing rules for documents as they are identified when captured into the system
- Provide electronic document capture capabilities to work groups and departments as easily as sharing a network printer

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DigitalFile systems

- Streamline and maintain integrity in filing processes with predetermined template field values
- Maintain long-term access to electronic files using industry-standard TIFF Group IV storage format.
- Align and work seamlessly with existing line-of-business applications to complement how staff already works
- Capture data of production information, gain more capacity, and minimize plant downtime.
- Implement enterprise wide EDM solutions to bring new products/services to the market quickly
- Streamline business processes to attract and retain satisfied, loyal customers, manage document lifecycles and utility records
- Comply with regulatory mandates

Case Study

This link: http://www.laserfiche.com/democd_v7/615_laserfiche71.htm?email - covers a few key benefits of Laserfiche document management solutions, including improved productivity, increased information availability and simplified work processes.

This is an article about a wind energy company using Laserfiche

<http://www.laserfiche.com/news/archives/2009/05/15/structure-yields-flexibility/>

We at DFS look forward to assisting you with increasing efficiencies in this evolving technical society. The power of our services centers on the speed and ease with which you will be able to accomplish your daily work.

Sincerely,
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