

SCANNING & DIGITAL STORAGE

Digital services from Jersey Post

No matter the size, or sector, we can offer secure and confidential scanning and digital storage solutions for your business.

Business without limits

www.jerseypost.com/digital

Part of the Jersey Post Group »

Jersey Post
Digital 

Scanning & Digital Storage

Our scanning and digital archive service enables your business to transition seamlessly into the digital world, providing a future-proof document management solution, catered to bespoke requirements.



Benefits

- **Save time and resource**
- **Eliminate paper filing**
- **Improve customer service**
- **Find documents fast**
- **Powerful search and retrieval**
- **Quality control**
- **GDPR compliant**
- **Improve communication**
- **Secure and confidential**

Why Jersey Post?

For 50 years Jersey Post has specialised in the collection and delivery of physical items and, as a postal authority, handles confidential and business critical information with full audit trails and tracked and secure transportation.

We offer digital vault technology used by industry leaders world-wide backed by our 20 years' experience of processing and storing client data records while meeting the exacting standards required by Financial Services and Government clients.

Data stored on Jersey Post dedicated servers and systems provides world-class data centre hosting including security measures ISO 27001, PCI-DSS v3.2 and 24 x 365 monitoring.

Supported by our security screened staff our on-island professional systems and services deliver comprehensive and convenient digital storage solutions for your business.

End-to-end process

Our end-to-end process manages the digitisation of physical files from collection through to safe and secure return or confidential destruction.



1

Timed Collection

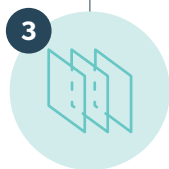
- Island-wide timed collection
- Secure transportation



2

Preparation

- File folder document removal
- De-stapling, unfolding, organising
- Start-end boards insertion



3

Scanning

- High quality and reliability
- Multiple sizes (A4 – A0)
- Up to 5,000,000 sheets per month



4

Indexing

- Customised index formats
- Optical Character Recognition (OCR)
- Powerful search facility
- Document retrieval and deletion



5

Digital Storage

- Multiple accounts with tiered access
- Two-factor authentication
- Mobile access
- On-island data storage



6

Completion

- Secure environment-friendly shredding, or
- Original files returned



Talk to us

To find out more, please contact our **Relationship Management Team** on **616590** or email **business@jerseypost.com**



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