

CORPORATE SERVICES DEPARTMENT

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To whom it might concern

Working in Partnership with MISL

Background

In 2014 London Borough of Merton started a flexible working project. Part of this project involved transforming paper records to electronic records. There were two main aims to this part of the project, first to reduce the amount of cupboard's taking up floor space. Secondly to give colleges instant secure access to records via a PC, tablet, Smart phone, and other devices. To achieve this we needed to scan a large amount of paper records, to a very high standard in a secure way.

We searched government frameworks and started a process to find a supplier of these services. MISL demonstrated best value for money from our search of the government frameworks. Before engaging there services we visited MISL at their Hoddesdon base to see their operation. We found this to be a very impressive scanning operation, and security of the site was demonstrated to be very high. We engaged with MISL for our scanning requirements and built a digital archive here at Merton to transfer the searchable PDFs into.

The scanning process

It became very clear very quickly that preparation of the files for collection and scanning was going to be key to the success of the project. MISL offered one of their employees to be based at Merton, to assist us to catalogue and prep the records for the scanning process. This was not only a very good service for us but a project enabler. They worked with me to speed up the process from our end, and with their knowledge of MISLs processes it made the whole process flow seamlessly.

We wanted all of our documents fully searchable, and to meet legal admissibility standards, then transferred to our servers via a secure portal. None of this was a problem for MISL and we found them to be a very helpful partner to work with. I have given them 100 year old maps in a sorry state; newspapers over 20 years old and they managed to scan everything I asked them

too. It would appear there was nothing I could ask for, that they could not achieve with regard to this project.

Other Projects

They also helped us by converting electronic documents from an old legacy system to PDFs and making them OCR compatible at very competitive rates. The data was sorted OCRed and presented back to us in a very quick turnaround.

They helped our heritage section scanning legacy documents, from a very poor and old original document, to an improved electronic version of the document.

Conclusion

I have found MISL a very good company to work in partnership with, they all have a *can do* attitude, and they are solution focused.

I do not think I would be anywhere close to having scanned in excess of 20,000,000 images to date with any other supplier. Especially when you consider the standards we demanded.

I would recommend MISL to anyone with a large back-scanning requirement, as a good long term solution partner.

Yours sincerely



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