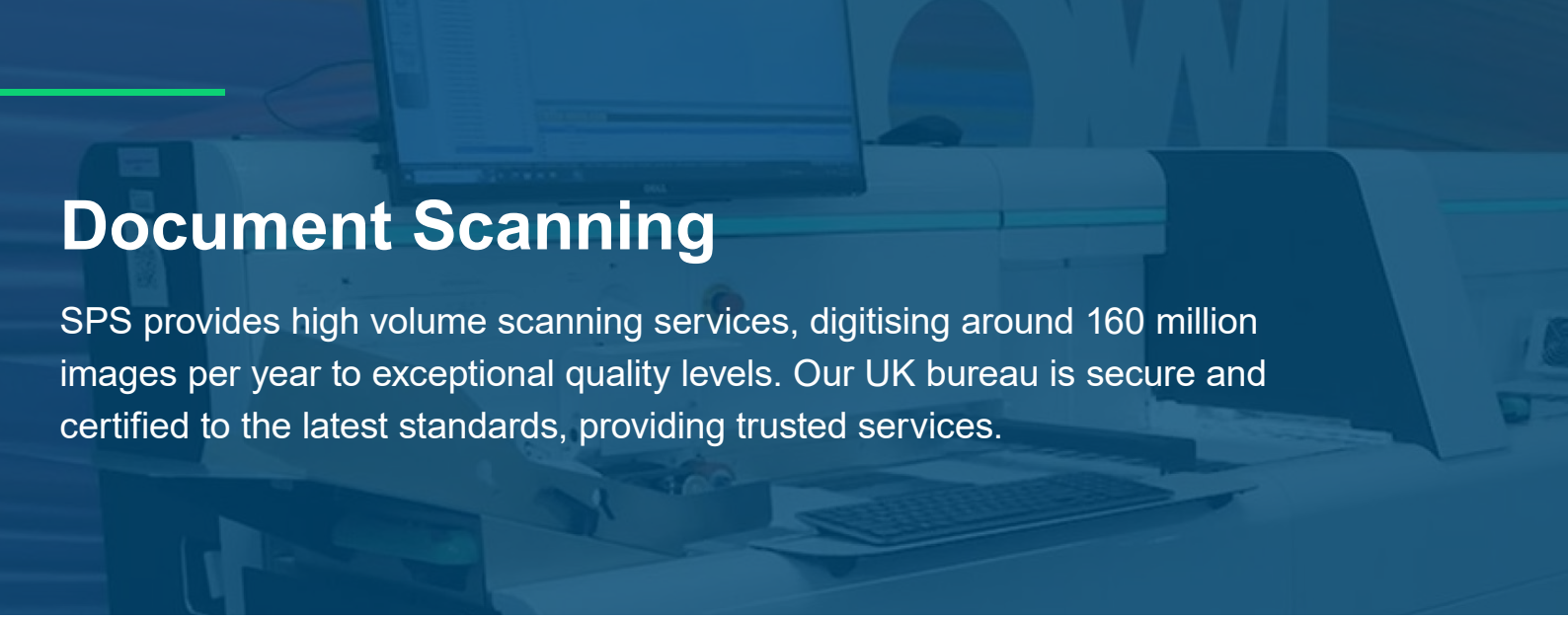


Document Scanning

SPS provides high volume scanning services, digitising around 160 million images per year to exceptional quality levels. Our UK bureau is secure and certified to the latest standards, providing trusted services.

Scanning Technology

We can scan documents of all sizes, from small to large format, in colour or mono. Digital images can be output to any required format and are BS 10008: 2020 compliant.

Bulk Scanning

BML Fusion technology digitises 730 pages per minute! We are a Kodak partner and have a fleet of production scanners.

Large Format

Contex IQ Quattro scanners digitise large format maps, plans, or drawings capturing fine technical details.

Mail Room

Opex Falcon scanners provide automated envelope opening, sorting and can handle various document sizes.

Books & Notebooks

ScanSnap SV600 book scanners digitise documents with a spine, such as books, notepads, or fragile records.

Microfiche & Microfilm

SPS uses Apollo Sunrise Technology to digitise microfiche, microfilm and aperture cards efficiently.

Flatbed Scanning

Specialist bureau uses Canon digital overhead cameras to allow documents to be digitised on a flat bed.

0800 046 8081
sales.uk@spsglobal.com
www.spsglobal.uk

The Power of Possibility

Scanning Services

SPS offers a combination of digitisation services and solutions to fully manage your document life cycle. From high volume scanning to document management, archive, shredding, data capture and automated processing.

1 Fully Tracked

Records are held in our secure facilities and tracked throughout the entire process using barcode technology.

2 Collection & Boxing Up

Fleet of vehicles to collect your records.
We can provide secure boxes and a boxing up service.

3 Document Preparation

Paperclips and staples removed, corners straightened and indexing headers added.

4 Scanning

Production scanning technology is capable of digitising 730 pages per minute!
We can scan colour or mono to your preferred resolution.

5 Data Indexing

Images have OCR applied and can be indexed by any required field for fast search.

6 Quality Control

Quality assurance is embedded in our processes with images checked by our operatives and QC team.

7 Legal Admissibility

All images are scanned in line with BS10008:2020 for legal admissibility.

8 Data Return

Data can be returned via secure file transfer, uploaded to SharePoint, or our Cleardox EDM system. Data can be output to any required format.

0800 046 8081
sales.uk@spsglobal.com
www.spsglobal.uk

The Power of Possibility

Why Choose Us?

SPS is certified to the latest BS standards, provides secure facilities and has invested heavily in IT & cyber security.

Secure Services

- Securely tracked collection.
- Facial & biometric entry systems.
- 24 hour CCTV.
- Enhanced fire detection system.
- Hydrosense water detection system.
- Perimeter fencing.
- Full audit trail.
- Qualified Data Protection Officer.





IT Security

- Cyber Essentials & Cyber Essentials Plus certified.
- Secure locked server room.
- Microsoft Azure data centre.
- CrowdStrike endpoint detection and response.
- External SEIM Solution maintained by Netitude's security operations centre.
- Privileged access management.

[Case Studies](#) [Certifications](#) [Facilities](#)

Certified & Trusted

BS 7858 Security Screening of Individuals

BCMS 738207

FS 505511

IMS 617113

IS 541786

Cyber Essentials Plus

Data Protection Act 2018

Cyber Essentials

0800 046 8081
sales.uk@spsglobal.com
www.spsglobal.uk

The Power of Possibility