



Case Studies

INSURANCE SECTOR

CASE STUDY 1

Client	HDI GERLING
Location	London EC3
Affected Staff Numbers	150+
Statistics	60% on-site hard copy reduction
Project Details	<p>Filing <i>Plus</i> assisted HGI Gerling in all of the following Records Management related services;</p> <ul style="list-style-type: none"> • File consultancy • Archiving • Filing systems • Office relocation

CASE STUDY 2

Client	XL INSURANCE
Location	London EC3
Affected Staff Numbers	650
Statistics	Relocation from 5 offices to 1, file reduction by 20%
Project Details	<p>Contracted since 2003, Filing <i>Plus</i> are the approved suppliers to XL Insurance for all document management related services. The relationship between the 2 companies commenced with the relocation of 650 staff from 5 city based offices to 70 Gracechurch Street.</p> <p>This involved the establishment of tailored filing systems, reduction of hard copy and the relocation over 3 weekends. Filing <i>Plus</i> continue to assist in churn moves.</p>

CASE STUDY 3

Client	MUNICH RE
Location	London EC3
Affected Staff Numbers	200
Statistics	The set up of an online archive system to ensure proactive approach to document retention
Project Details	<p>Filing <i>Plus</i> were awarded the contract to provide archive services to Munich Re, primarily due to their unique approach in ensuring that the on-line system would meet the specific requirements of the insurance market.</p> <p>File level retrieval was established and together with an active retention policy this has ensured cost efficiency.</p> <p>In addition Filing <i>Plus</i> provide a scan back service for the historic microfilm held.</p>

REFERENCES AVAILABLE UPON REQUEST FOR ALL CASE STUDIES SHOWN HERE