

THE IMPACT OF INEFFICIENCY

Price Waterhouse Coopers

80% of decision making information is still stored in paper

80%





The average document is copied 19 times

19x



On average it costs \$20 in administrative labor to file a document, \$120 to find a misplaced document and \$220 to replace a lost document

\$20

to file a document

**to find a misplaced
document**

\$120

\$220

**to replace a lost
document**



7.5% of documents go missing

7.5%



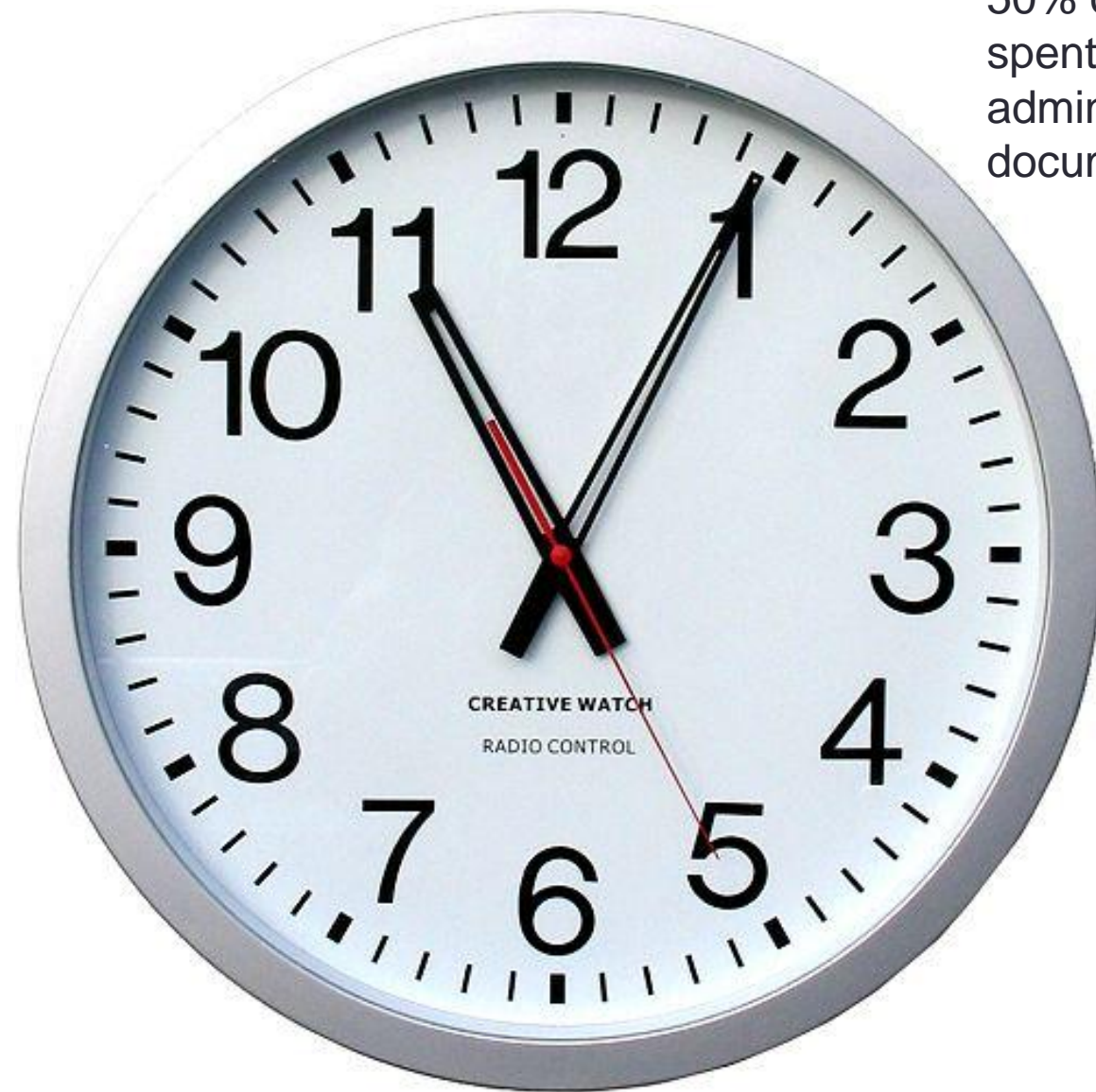
3% of documents are misfiled, some are initially filed correctly and then misfiled later after they've been retrieved

3%



50% of the average office workers day is spent shuffling paper or on the administrative tasks of managing documents

50%



An aerial photograph of a city street that is completely flooded with brown water. In the background, several skyscrapers are visible under a clear blue sky. The most prominent building is the Bank of America Tower, which has a distinctive dark, pointed top. Other buildings of various heights and colors (red brick, grey concrete, green glass) surround it. The flooded street in the foreground shows some greenery and a few people walking on a small patch of land on the right.

70%

of businesses are out of business
within a year of incurring a disaster
(fire, flood, hurricane, theft, sabotage)



Sample Cost Structure - 10/Day

- 2,400 Documents per Year
- \$48,000 Filing costs
- 72 Misfiles
- \$8,640 spent finding misfiles
- 180 Lost Files, 18 replaced in year one
- \$3,960 replacement costs

\$60,600 Total Cost

\$16,362 Savings based on 27% TOC

Reduce to the Ridiculous - ROI

SmartSearch 3 User Productivity Bundle	\$5,000.00
SmartSearch ImageXChange	\$750.00
Annual Support and Maintenance	\$1,150.00
Two Days of Services	\$3,000.00

Total **\$11,400.00**

≈\$250/month over 60 months, \$1 buyout

One hour a day for one \$14/hr employee = \$280

30 minutes a day for two \$14/hr employees = \$280

Time spent finding two misplaced documents per month = \$250

27% total cost of operations improvement = \$1,363 per month TCO

