

Image and data capture

We know that data quality, timeliness, error-free performance and cost efficiency are important to business and government enterprises. Our solutions can help you make sense of your incoming information and transform it into superior business intelligence.

Our integrated imaging and data capture capabilities can help deliver the right information into your systems sooner and with higher accuracy – reducing manual handling and processing time, accelerating payment cycles, shrinking time and costs and ensuring compliance requirements are met.

Improving data accuracy and efficiency

Our leading scanning and data capture technologies enable us to extract key fields from your documents and accurately split, sort and index digitised information into hundreds of categories and sub-categories. Digital images, indexed data and metadata are then delivered efficiently into your organisation's systems and workflows for further processing.

We work with you to define your specific business rules and processes, enabling high levels of automation and accuracy, reduced cycle times and ultimately freeing up your resources.

- **Efficiency:** Our technology can capture more usable, more valuable and more relevant data from your documents more quickly and efficiently.
- **Timeliness:** We start scanning early each morning to ensure consolidated data is streamed directly to the right person or business system before the start of the working day.
- **Cost effectiveness:** Our rapid, accurate scanning of financial documents, cheques and payments accelerates processing and cash flow.
- **Quality assurance:** We maintain the highest quality standards to ensure all regulatory requirements and security standards are met, and audit trails can be easily followed.

- **Compliance:** Our “best practice” data capture and management ensures you meet all compliance standards accurately and efficiently.

- **Integration:** We can also manage virtual and physical mailrooms and associated administrative services, including copying, reproduction and records management.

Using Decipha's technology and services can improve your image and data capture processes, let you move to paperless workflows and enable you to focus on your core business.



We have over 18 years of experience in helping business and government enterprises better manage their incoming information.

Outsourcing your information management requirements to Decipha can help you streamline and automate your current processes to reduce costs and improve efficiency. This can result in faster payment cycles, business process improvement and simplification and realisation of compliance requirements.

As a business of Australia Post, Decipha can also leverage the extensive range of Australia Post services that may complement your mailroom and data management, including Parcel Lockers, MyPost Digital Mailbox and StarTrack Courier.

This information sheet is a summary only.

For more information about how Decipha and Australia Post can help you reduce data handling costs and improve your operational efficiency, visit decipha.com.au, call 13 11 18 or speak with your Australia Post Account Manager.