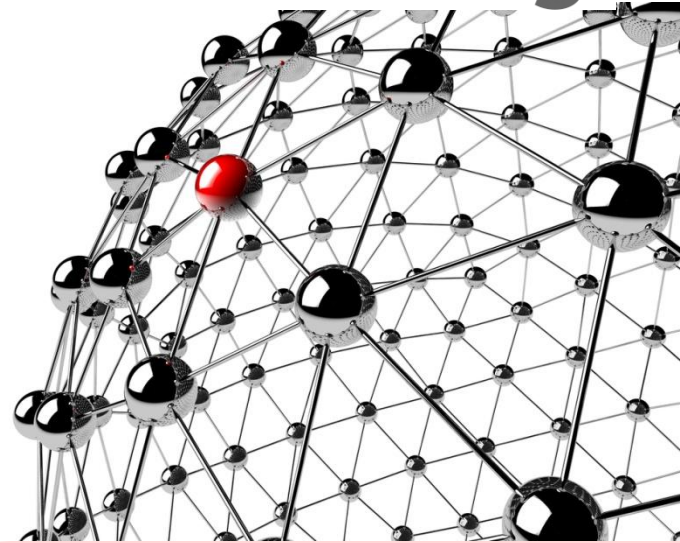


McPhersons

Document Management & Scanning

All your Document Management
Needs Under One Roof



Who are we?

The **McPhersons** brand was first started in 1972 by Thomas Russell McPherson in the form of “T.R. McPherson Microfilm Services Limited“. Initially, to meet the demand for the microfilm, equipment and printing market within Scotland, England and Wales and then towards the digital age of Scanning and archiving. The company of TR McPhersons quickly grew over the years as we became well known within the Microfilm and digital markets as being a leader for Service, Quality and Reliability.

Today, the company trades as “McPherson Document Solutions Limited”, or known simply as **McPhersons** within the market and our customer base.

The original key values of delivering a Reliable, Quality Service still remain today for the son and grandson of the original founder, to ensure we meet all our customers document management needs.



McPherson Document Solutions
Limited, 14-16 MacDowall Street,
Paisley, PA32NB.
www.trmcpherson.co.uk
sc240071

What service(s) do we offer?

At **McPhersons**, we offer a fully independent and unbiased approach to offering our clients a full Document Management service.

In today's world, data accessibility, storage and security is of the utmost importance to everyone. Whether you are a small, medium or large organisation, your paperwork and the data held within it, is essential to ensure your organisation runs smoothly.

McPhersons offer the following Services. If you are viewing this file electronically, please click on the bullet points which will take you to our website to view each in further detail.

- [Document / File Scanning / Archiving.](#)
- [Large Format Drawing Scanning.](#)
- [Microfilm Digitisation / Scanning.](#)
- [Microfilm Production and Equipment.](#)
- [Archive Storage / Scan on Demand.](#)
- [Independent Document Management Consultancy.](#)
- [Document Management Software \(EDMS\).](#)
- [Confidential Destruction.](#)



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How do we do it?

Whatever your requirements are; Scanning of Documents, Drawings, Books, Microfilm or Archive Storage, our production department is more than capable of dealing with your every need.

Our Scanning department uses the latest in digital scanning archive technology to ensure the images produced are of the highest quality and a true like for like of the original.

Whether your requirement is document, drawing, book, painting or microfilm scanning to various formats (Tiff, PDF, PDF/A, Jpeg being the most common) the department can handle the tightest of deadlines. Once files are scanned they are indexed with a unique reference point within a searchable database and with OCR when required ensures the clients can retrieve their information quickly, accurately and can be imported in to their existing document management system.



Wicks and Wilson
A CROWLEY Company



Colortrac
Our Business is Your Image

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Quality and Security

Data Security is of the utmost importance in today's world, whether you are a small, medium or large organisation.

At **McPhersons**, we continue to take security of your data (paperwork or electronic medium) as our primary concern.

Therefore, we implement the following measures to ensure this is achieved.

- ▶ All work is carried out by our own staff in Paisley, Scotland.
- ▶ All staff sign a yearly confidentiality agreement.
- ▶ The physical building is secured by ADT Redcare Alarm.
- ▶ CCTV and keypad entry systems ensure controlled access to our facility.
- ▶ ISO level quality systems and procedures in place.
- ▶ All staff are Disclosure Scotland checked.
- ▶ Data Protection Act registered - Z3133909.
- ▶ All windows and doors when not in use, are secured with locked steel shutters.



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Contact us...

If you or your organisation would like to discuss your Document Management requirements with us, please do not hesitate to [Contact](#) one of our team.



We offer a host of [Finance Options](#) to ensure you receive the service you require at a cost effective price.

To keep up to date on News and Special offers within our company, why not follow us on [LinkedIn](#), [Twitter](#) or [Facebook](#) or keep checking the News page on our website.

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