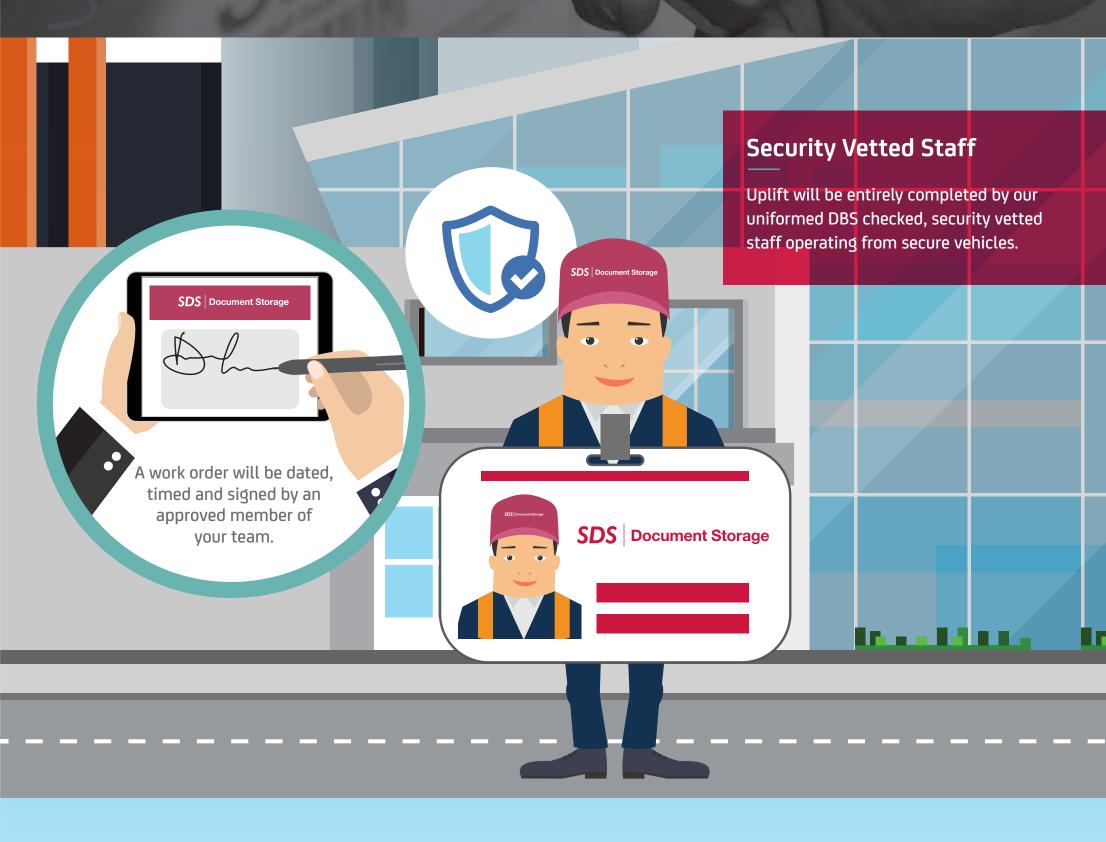


Bar Code Scanning

8

Our Storage operative will scan each box barcode into their handheld scanner. The scanner will contain a complete record of all boxes, files and/or tapes leaving the

customers current storage facility for transportation to the SDS Storage Depot.



SDS Document Storage

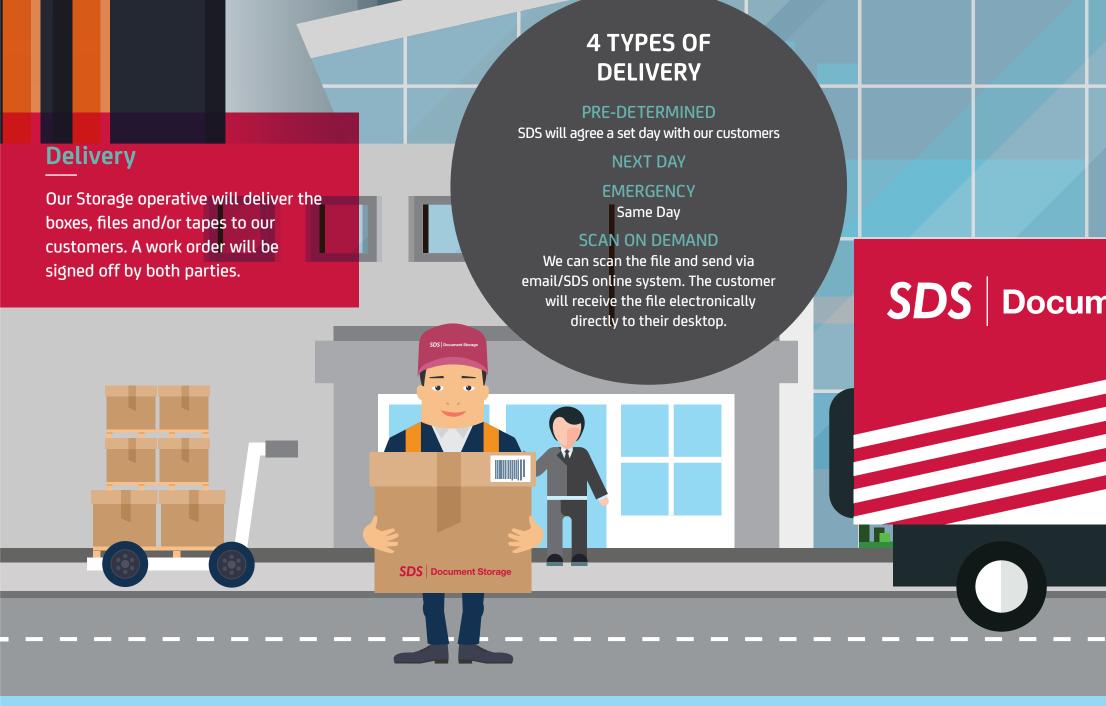
Arrival at SDS Storage Depot

SDS staff will lift and scan boxes, files and/or tapes into a holding location, they will then be scanned into their correct storage location.

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SDS STAFF WILL SCAN THE BOXES, FILES AND/OR TAPES 'OUT'.





For more information on how Shredall SDS Group can help with your total information management please visit shredall.co.uk or call 03333 555 100

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