

Shocking Document Imaging Industry Statistics

“The average company spends \$20 in labor to file a document, \$120 in labor to find a misfiled document, and \$220 to reproduce a lost document. Meanwhile, companies lose one out of every 20 documents, and spend 25 hours recreating each lost document.”

- PricewaterhouseCoopers

“U.S. based companies spend \$25 to \$35 billion processing (filing, storing, and retrieving) paper. Management of documents over their life cycle pushes that figure up to \$100 billion per year.”

- IDC

“Paper reduces office productivity. Of a total 8 hours wasted per week in paper management, finding documents wastes 1 hour, difficulty sharing documents wastes 1 hour, distribution & storage wastes 1 hour, and archiving and retrieval wastes half an hour. The average employee spends 400 hours per year searching for paper documents.”

- Datapro/Gartner Group

Nearly 75% of time spent working with paper-based information is wasted in searching and filing. - *Coopers & Lybrand*

The average office worker maintains 20,000 pieces of paper annually. - *Coopers & Lybrand*

95% of corporate information exists on paper. It is estimated that the average worker prints out 45 sheets of paper per day. - *IDC*

It costs \$25,000 per year to fill a four drawer cabinet, and \$2,160 per year to maintain. - *Orfal, Harkey & Edwards in Essential Client/Server Survival Guide*

Professionals spend 5-15% of their time reading information, but up to 50% of their time locating pertinent information. - *PricewaterhouseCoopers*

25% of enterprise paper documents that are misplaced will never be located. - *Datapro/Gartner Group*

U.S. businesses spend \$350 billion on computer printouts annually. Paper copies cost between 6 and 12 cents per page (though 130 billion of the 350 billion copies per year are not needed). - *Orfal, Harkey & Edwards in Essential Client/Server Survival Guide*

In spite of reports to the contrary, paper use is huge and continues to grow. Each day, U.S. workers generate 2.7 billion new sheets of paper. - *ATG & Rheininger Reuters*

Paper reduces office productivity. Of a total 8 hours wasted per week in paper management, finding documents wastes 1 hour, difficulty sharing documents wastes 1 hour, distribution & storage wastes 1 hour, and archiving and retrieval wastes half an hour. The average employee spends 400 hours per year searching for paper documents. - *Datapro/Gartner Group*

Of managers surveyed, 49% feel they are often unable to handle the volume of information received. - *ATG & Rheininger Reuters*

The most valuable documentation is littered across department manager's desks. - *Lotus Development Corp*

80% of data within an enterprise is unstructured, and this type of information is growing at 200% per year. - *Yankee Group*

There are over 4 trillion paper documents in the U.S., and this number is growing at 22% per year. - *Coopers & Lybrand*

50% to 100%+ productivity increases for implementations focused on process improvements. Staff savings are primarily professional. - *Workflow Management Coalition*

30% productivity increase common for simple workflow enabled document management. Staff savings are primarily clerical. - *Workflow Management Coalition*

“Smart CIOs now see BPM as a way to lower maintenance costs and time by 50%”. - *Forrester Research*