

OECTODAY

Quarterly Newsletter
April 2015 to July 2015



from the **COO's** desk
Sumant Misra

"Dream dream dream.
Dreams transform into thoughts.
And thoughts result in action."

Dr A.P.J. Abdul Kalam

My association with OEC dates back to even before I joined as COO in June 2014. Seeing the organization grow with hard-working and zealous employees during the course of the year has been an amazing experience. OEC has travelled a 15 year journey to emerge as one of the top record management companies in the Indian Market.

In the last few months, we have accomplished couple of things, Bhopal branch up and running, the frontend sales team in place, multiple projects implemented e.g., Laptop based, Mobile based retrieval to name a few. Ouch...how can I forget a quantum leap from ground floor to 19th floor, yes the Head Office has moved to a brand new office space with world class facilities.

As a next step, we are and have started improving the infrastructure/putting up structured office at all warehouses, getting staff uniform to improve look and feel, encouraging and holding staff interaction programs etc.

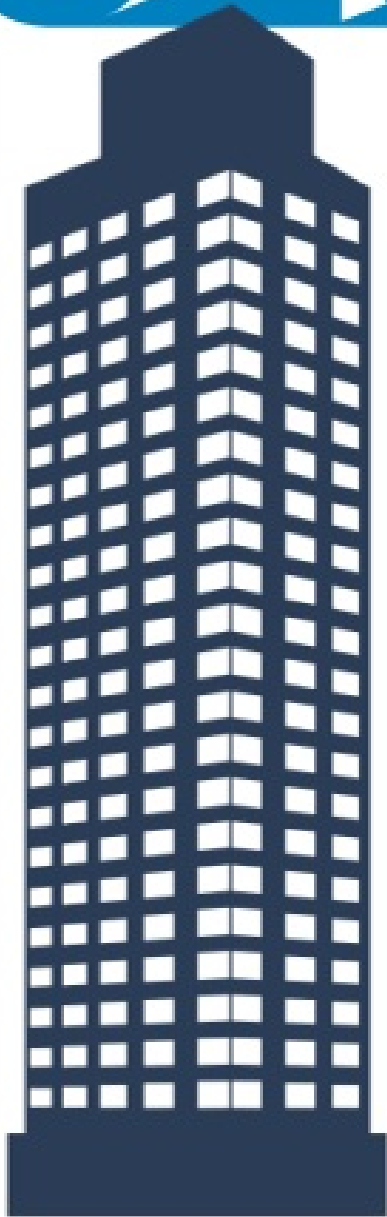
OEC strongly believes that an organization is a mix of multifaceted people. Our HR team believes and abides by 3P's-People, Performance and Productivity. New HR Policies have been created and rolled out. Also staff welfare had been one of the main concerns and same has been addressed as we are of the definite view that consistency & efficiency can only be managed and maintained by happy workers.

Our vision for OEC is a straight and simple; to be one stop for all solutions related to record management, to be "YOUR DOCUMENT DOCTOR". Further, it is for all of us to see the organization transcend all barriers and triumphantly emerge as the top record management company in the country. Our promise is to keep your documents safe, sound and secure.

To achieve these heights we must work together because work is more fun when you are a part of a team. We can build on each other's idea and effectively lead the company to new realms of success. Needless to say, teamwork is the fuel that allows common people to achieve the uncommon.

On a concluding note I would like to quote Henry Ford "Coming together is a beginning, keeping together is progress, working together is success."

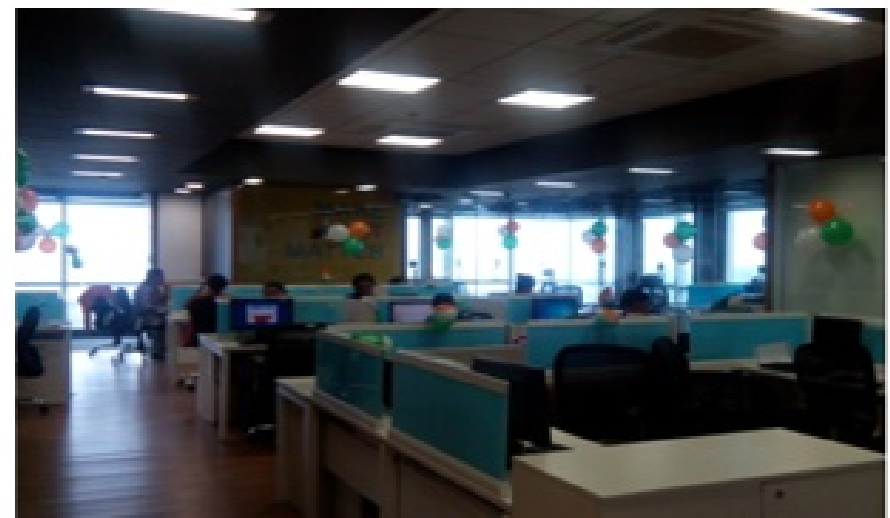
Let's all work together for OEC's bright future.



NEW FACILITY

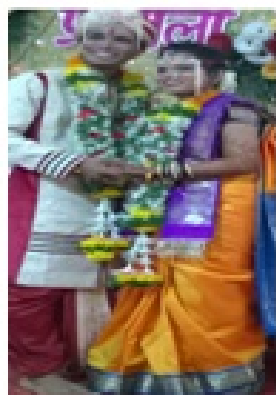
We are pleased to announce that OEC has shifted to its new office (Corporate Office) on 28th July 2015 at Cyberone Building office no - 1902-1903, Behind Odissa Bhavan, Plot no 4 & 6, Sector 30 A, Vashi Navi Mumbai 400 703. The facility comprises of Finance, Human Resources, Legal, Information Technology, Operations and Business Development.

The head office includes: the VPs, Directors and COO and the high performance team related to "Corporate Policy Making".



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UPDATES

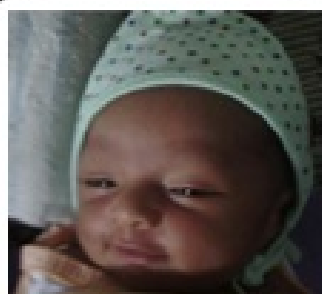


Rahul: Awarded as a
Best Sales person of
FY 2014-15



Cake cutting on 15th Anniversary
of OEC

Pranali got married to
Yadnesh on 11th May 2015



Ms. Dhara Joshi is blessed with
a baby boy on 19th July 2015



Sales Meet from 14th May to 16th May
2015 to discuss the sales strategy for
current financial year.

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OEC TEAM MEMBER



Raghunandan Nair-VP Sales & Collections

Hi All,

Welcome you all to the World of Sales.

Quality of field selling particularly concept selling is an important factor in achieving revenue & profit targets and growth. The sales force is a critical resource of the organization because the growth of the organization is in the hands of the Sales Team.

Today, we are having an experienced and reasonably sized Sales force in across India and looking ahead to make the organization at least 30% bigger in size comparing to FY 2014-15 results. Let us double our efforts and work harder and faster ever, better use of our time and energy to taste the fruit of success.

Today, OEC's new office is in 19th Floor which is moved from ground floor, let put all our best efforts to bring OEC in similar heights in the field of organization's overall performance.



Time is Money.....So make better use of Time to better the growth of the organization and self.

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EVENTS



Chennai



Dheku



Sajgaon



Khalapur



Kheda



Bhopal

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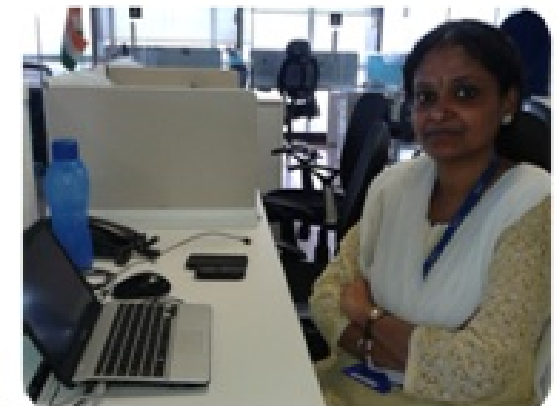
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HIGHLIGHTS

- Very soon we are introducing Group Medclaim and Accidental Policy for all OEC employees to take care of Medical emergency
- Introduced a well known consulting firm "BMGI" for Process Engineering
- All Company policies has been introduced on Tobas
- Moving towards Automation-
 - Roll out of Self Servicing HR module
 - Tally System across OEC
 - TOBAS new release
- Fully operational new media storage facility at Dheku Successfully started a new service line i.e., Laptop pickup and data entry process at client place
- Training Programme initiates

Together everyone
achieves more"

We believe in Team
Work



OEC is an interesting place to work with different work culture and environment. To make OEC "the Best place to work" we all should follow the Motto of UNITED We STAND, DIVIDED We FALL

Please share your views, idea and updates on hr@oecrecords.com