



Power Finance Corporation LTD.

A Govt. Of India Undertaking

Case Study

Power Finance Corporation Ltd. is a Non Banking Financial Company which works under the Ministry of Power (India). In order to provide funds for the power projects in India and to act as developmental financial institution for the power sector in India, PFC was incorporated on 16th July, 1986 under the Companies Act, 1956.

The Corporation was registered as a Non Banking Financial Company by RBI and has been conferred with the status of **Nav-Ratna** PSU by Govt. of India on 22nd June, 2007.

Objectives of Power Finance Corporation

- To raise the resources from international and domestic sources at the competitive rates and terms and conditions and on-ward lend these funds on optimum basis to the power projects in India.
- To act as catalyst to bring institutional, managerial, operational and financial improvement in the functioning of the state power utilities.
- To assist state power sector in carrying out reforms and to support the state power sector during transitional period of reforms.

Business Process

With the growing business volumes, management of documents generated by the business process is becoming voluminous day by day. In order to augment Information Technology (IT) infrastructure to achieve fast and timely retrieval of documents, **Power Finance Corporation** intends to implement Document Management System (DMS) at its corporate office.

Power Finance Corporation generates a lot of physical as well as electronic documents. These documents occupy a lot of office space and do not present an aesthetic look of the office. Moreover people tussle a lot to search and locate the documents and the entire retrieval process is time consuming. There are also security concerns over handling physical documents.

Business Process Solutions

- **Healthcare**
- **Manufacturing**
- **Government**
- **Education**
- **Legal & Courts**
- **Telecom**
- **Exports & Imports**
- **Data based Processes in BPO's**

Challenges Faced by Power Finance Corporation Ltd.

- ◆ **Power Finance Corporation** generates a lot of physical as well as electronics documents. Managing these documents (Sorting, Indexing and Filing etc) was a very hectic process for them.
- ◆ For searching or locating any document was a tussle for the staff involved in this process.
- ◆ Since paper based files/documents were accessible to each and every person, they are liable to be tampered, and results internal information could be shared with any unauthorized person.
- ◆ Physical documents were prone to damage with time, moisture, rodents etc.
- ◆ Documents occupied lot of office space and did not presented an aesthetic look of the office.

Acyutah's Solution to Power Finance Corporation Ltd.

With **Acyutah Technologies** Document Management Software, FineDocs, **Power Finance Corporation** was able to automate manual record keeping process. FineDocs helped them to create a centralized repository of all their digital documents with proper access control and easy retrieval along with the Secured access points.

All the Hard copy documents were scanned and converted into digital documents and were then uploaded in the server. Concerned departments/users were given username and password by which they could login and do the necessary operations on the documents for tight security.

Benefits to Power Finance Corporation Ltd.

- ◆ A Less-Paper Office. They are now able to utilize the same space for the core functions instead of storing Policies/Records
- ◆ Document Duplication costs is reduced by over 90%
- ◆ Security and Integrity of documents is maintained
- ◆ Disaster Management – A copy of all records is now available in tape drives and CDs / DVDs