

Business Process Improvements Make Way For Corporate Change

Overview

Headington Companies is a privately held Dallas-based firm with interests in a variety of industries, consisting of seven major entities and their sub-entities. Headington Energy Partners, a subsidiary of Headington Companies, is an independent oil and gas company focused on reservoir development, oil field operations, and asset management.

Problem

Headington's companies are constantly evolving and expanding in response to market fluctuations and tax law changes, resulting in an overload of documentation created each time a company is acquired or established. For Headington Energy, this created a strain on the paper-based filing system housing over 200,000 multi-page documents housed in numerous file cabinets that spanned several rooms. Documents were difficult to locate and there was no remote access. Users had to manually search through folders to hopefully locate what they were looking for - a frustrating, time-intensive, and error-prone process. With a small IT team of two employees, there was also a need to bolster technical support with a system that wouldn't drain time and resources to manage.

Solution

As an Authorized OnBase Solution provider, DataBank implemented OnBase ECM for Headington, replicating their filing system more efficiently and securely in a digital environment. The ECM system ensures compliance when new companies are added to the Headington group and increases security for sensitive human resources documents. As a result of the project, additional opportunities for efficiencies were uncovered quickly, blazing the trail for upcoming integration with key lines of business applications.

Results

Headington Energy Partners now relies on ECM technology to simplify document storage and ensure compliance. As a result of a more organized system, employees are spending less time searching for documents, reducing document and file searches by more than 20 hours per week.