

WHAT YOU NEVER KNEW ABOUT DOCUMENTS

by  contentverse®

Each day, **1 billion** photocopies are made.
90% of critical business information exists only on paper.
 And the average document is copied **19 times**.

70% of today's businesses would fail within **3 weeks** if they suffered a catastrophic loss of paper-based records due to fire or flood

1 in 4 businesses will suffer a catastrophic loss



90% of documents that are consulted are handled without any appropriate management



\$14,000 worth of productivity is lost per worker per year due to their inability to find the data they require to do their job. Professionals spend **50%** of their time searching for information, and take **18 minutes** to locate each document on average. **90%** of typical office tasks still revolve around the gathering and distribution of paper documents. And **30%** of our time is used trying to find these lost documents.



For lost documents, companies pay a cost of searching **6 times** the value of the original document. Companies that need to redo documents pay **11 times** more than the cost of the original document.

It costs...



For companies that manage their own files, employees spend between **20-40%** of their time searching for documents manually

Paper files are **doubling** every **3.5 years**

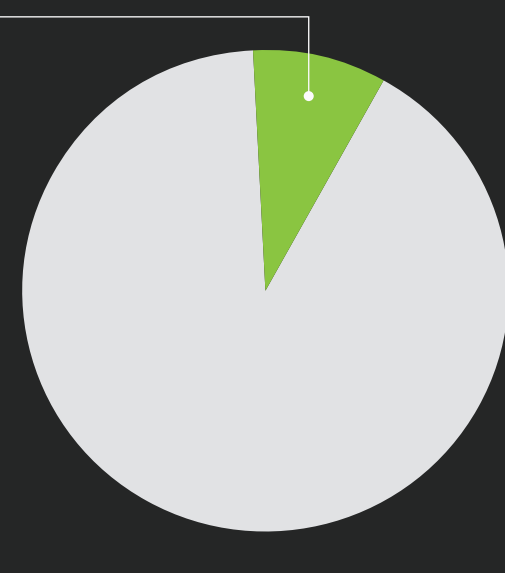
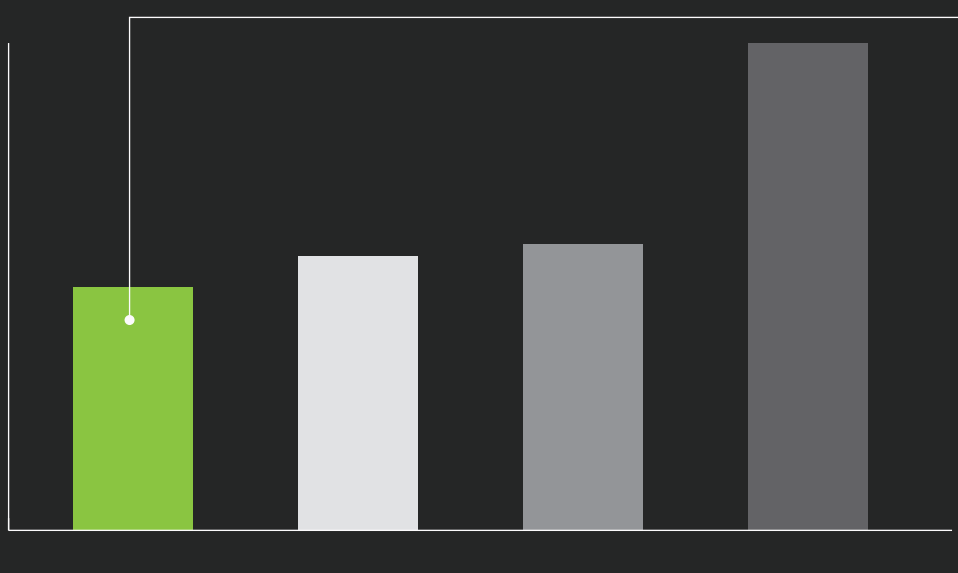
The average American office worker is estimated to use a sheet of paper every 12 minutes, and is responsible for the disposal of

100-200 pounds of paper every year

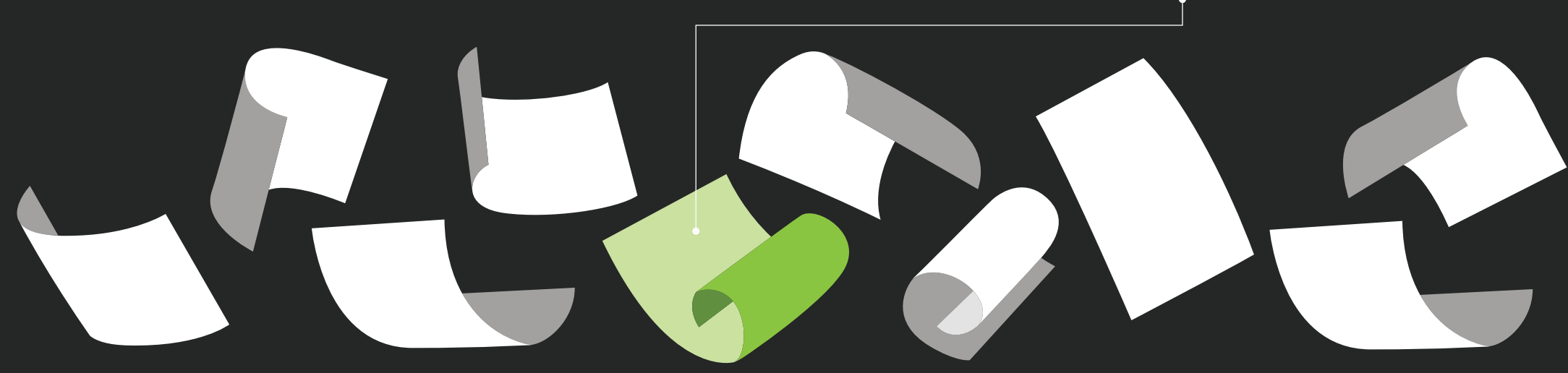


The paper industry is the **4th largest** contributor to greenhouse gas emissions among United States manufacturing industries

and contributes **9%** of the manufacturing sector's carbon emissions



If the United States cut off paper use by just **10%**...



it would prevent the emission of **1.6 million tons** of greenhouse gases the equivalent of taking **280,000** cars off the road