



Company Profile Doxis Information Managers

As a service provider, we help organisations collect accessible and optimally controllable information. To achieve that goal, we identify an organisation's information management, and manage and improve its information flows. That is how we enable it to excel in performing their core activities.

How do you get the most out of information? This is a question that Doxis can answer. Doxis is a specialist in strategic advice for the design and implementation of streamlined information management systems. We make sure the right electronic and hardcopy information is available. The benefits for you are structured processes, an efficient organisation and a better return on your investment.

Doxis B.V. is based in The Hague, The Netherlands. Doxis manages single and multi location assignments, both cross-border as well as in The Netherlands. At present Doxis employs around 170 people.

Extensive experience and knowledge

Doxis has gained many years of experience in the government and not-for-profit sectors. Doxis professionals also provide services to housing corporations and utility companies, and to the educational and business-service sectors. Our years of experience and dedication to quality and consistency has helped us build loyal client relationships.

Products and services

Doxis delivers document processing, information management advisory services, research, deployment of personnel, change management, digitalisation and training. In the area of documental information management, Doxis delivers solutions that optimise information management at minimal Total Cost of Ownership:

Doxis offers Advisory Services on Information Management Services:

- Digitalisation programmes
- Analysis of the feasibility of implementing automated information systems
- Mapping the relation between document flows and work processes
- Advice on the requirements for the structure of (automated) information supply
- Identification of efficiency improvement potential within Document Information Services (DIS) departments
- Advice on issues and solutions regarding the durability of digital information
- Help shape change management processes
- Advice on DIS policy
- Project management plans for DIS management issues
- Definition of work processes regarding document management (e.g. registration)
- Interim management of DIS departments
- Organisation of workshops and training on all aspects of documental information management



Doxis offers project execution and research capacity:

- Execution of institutional research and drawing up Institutional Research Reports and associated selection documentation
- Definition of corporate policies regarding documental information management
- Archive (re-) structuring
- Sorting out of archives
- Selection of and destruction of archives
- Helping to catch up on backlogs with regard to the filing of documentation and the processing of mail
- Scanning of archives
- Taking inventory of (semi-) static archive

Doxis Data Rooms:

Doxis Data Rooms provides a fully integrated solution for both physical and virtual Data Rooms. The key to a quality Data Room lies not only in a thorough understanding of the process but also in a consultancy function where the company's specific situation and goal is taken into account.

Contact us

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