

## ▼ ACKNOWLEDGEMENT

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### COMPANY ADDRESS:-

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## ▼ WHAT WE DO

In June 1997, Sodec DataCapture Sdn Bhd was established to address its customer needs in the area of data capturing, document management, document archiving, database consultancy and imaging management.

Its authorized and paid up capital is RM 100,000 and RM 90,000 respectively. It is headed by James Chen, the founder and majority shareholder of the company.

Being the pioneer user of automatic capturing software, Sodec Datacapture Sdn Bhd realized the challenges in meeting customer requirement in data accuracy. Hence, in 1998, Sodec created an innovative capturing system with imaging, data entry and document management system to meet with the variation of demands that are not often met by automatic capturing software.

To reduce and minimize Data Thief and in compliance with the on-coming Malaysian Data Protection Act, due to implement in 2011. Sodec Datacapture Sdn Bhd, in 2010, launch the Intelligent Data Extraction System (IGDES) that allows for full remote data extraction. This prevents any data operator from viewing the entire document while processing.

Today, Sodec Datacapture Sdn Bhd have many staff change to many sites in operation providing custom outsourcing solution to Banking and Financial institutions , Telco, auto industry and Petroleum corporations. Our corporate office is at Taman Petaling Utama, Petaling Jaya.

## ▼ CORE STRENGTHEN AND COMPETIVENESS ADVANTAGE

Up to 10 years at meeting Service Levels with many Banks & Financial Service Institutions( BFSI) currently. Internal developed programs and continuous R&D in process re-engineering that help us to deliver operational excellence that is in operation today at BFSI.

Data protection processing programs as Intelligent Global Data Extraction System (IGDES) allow us to perform extraction at remote, outstation and global sites. We provide unique approach, competitive pricing, quick turn-around time and valuable customer service outsourcing services.

We have available qualified skill staff pool and well defined business processes that leads faster adoption of very well-defined business processes leads to higher productivity gains without compromising on quality. We are able to construct BPO centers & BPO services locally or at remote sites

## ▼ CORPORATE INFORMATION

Date of incorporation: 1997 June  
Registration Number: 433761-W

Authorize Capital : RM 100,000  
Paid up : RM 90,000  
Web: sodec.com.my

BOARD OF DIRECTORS  
James Chen :Executive Director  
Tan Chye Gay :CFO

CONTACT DETAILS  
James Chen  
Executive Director  
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## ▼ WHAT WE DO

In a tight competitive market, Outsourcing Data Processing requirements enable global businesses in maintaining uptime and competitive effectiveness. Assisting a wide variety of industries and clients ranging from professionals to retailers, manufacturers to service providers, we help them tackle their Data Processing challenges such as summarizing information into intelligent formats, generating important summary statistics on data, and creating powerfully illustrated tables.

We also create percentile rankings and frequency distributions, and perform rank order analysis on data, and data extraction from unstructured content to build easy-to-use spreadsheets or database. By perfectly combining people competencies with state-of-the-art technology we deliver substantial cost savings and productivity gains for our clients.

Our Range Of Services :-

- Data Processing
- Document Processing
- Imaging & Data Capture
- Back Office Operation Processing
- Remote Data Extraction Service with our IGDES

Types Of Services :-

Data capture of Credit Card Application  
Imaging of Credit Card Application forms  
Reward redemption  
Chargeback  
Physical Mail Movement tracking  
Loans Origination - Data extract  
Loyalty Card - Data capture  
Survey forms - Data collection  
Data capture for pre-paid card  
Legal document scanning

Solutions, Programs, and Application:-

- Electronic Document Management System ( EDMS) Application Programs
- Remote Data Extraction Application with (our own Intelligent Data Extraction System IGDES)

## ▼ PROJECTS & REFERENCES

### TYPES OF SERVICE & PROJECTS

Data capture of Credit Card Application  
Imaging of Credit Card Application forms  
Reward redemption  
Chargeback  
Physical Mail Movement tracking  
Loans Origination - Data extract  
Loyalty Card - Data capture  
Survey forms - Data collection  
Data capture for pre-paid card  
Legal document scanning

### OUR CLIENTS (BACK OFFICE PROCESSING)

Today we provide outsourcing services for companies and organizations from Financial Services, Telco and Petroleum sectors, including both small/medium sized companies and major foreign banks.

#### BANKING

HSBC, OCBC, UOB, HLB, AL-RAJHI, CIMB, INSURANCE, HLA, ING, ETIQA

#### TELECOMMUNICATION

MAXIS

#### PETROLEUM

BHPETROL

#### AUTO INDUSTRY

TOYOTA