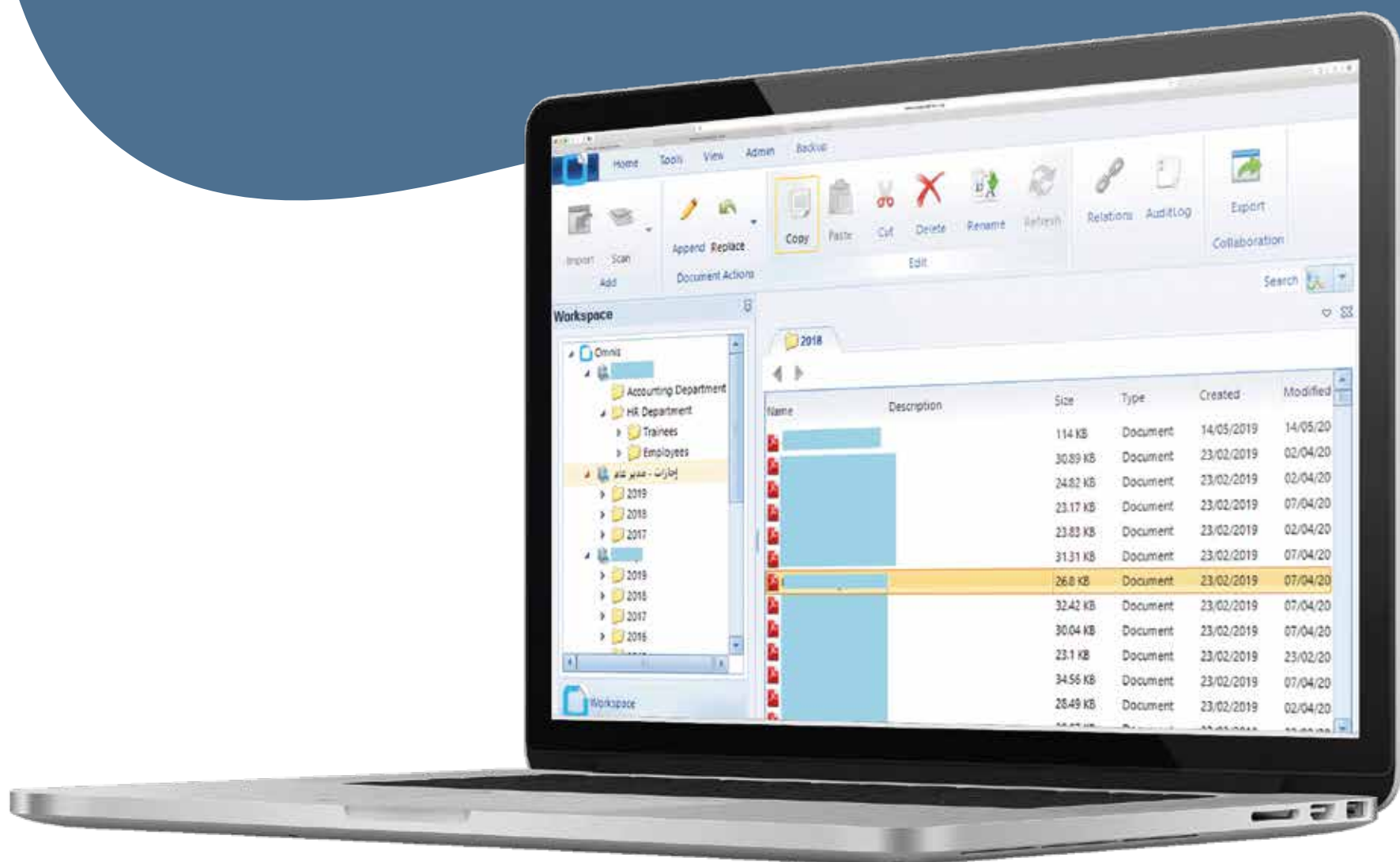# OMNIS
DMS

**Your Documents
are Safe with OMNIS**

A secure Document Management System (DMS) that automates the management, tracking, and editing of large amounts of documents for an easier flow of work.

The system is designed to be used by any business model and adapts to all kinds of industries. It allows multiple users to work and collaborate simultaneously.

Boost your business's productivity and efficiency by going paperless with OMNIS.

Key Benefits

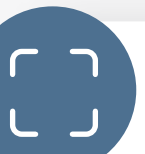|		
Eco-friendly work environment	Reducing time and space cost	Enhancing security of information
Increasing accessibility of documents	Fast retrieval of data and files	Improving your organization's business processes

System Features

Scanning and Data Capture	Version Control	Documents sharing
Structured document storage	Advanced search engine	Check-out/Check-in documents
Indexing and Metadata	Creation of notifications based on business rules	Integration with any other software

Key Clients

Ministry of Public Work and Transport (MOPWT)- Lebanon	Ministry of Interior - General Department of Traffic- Kuwait	Al-Waseet Investment Company- Kuwait

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