Records Management & Scanning Solutions
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IHS Markit provides your organization a custom-designed, general purpose, record center with our Data Logic Services (DLS) team. This dedicated center can be used to house overflow files from accounting, human resources, legal, and other recordkeeping departments.

By securing your own affordable, off-site record center, valuable floor space at your working locations is available for additional value-adding operations and staff.

We handle all types of documents including seismic data and logs in every conceivable medium the industry has used over the years.

Our offerings

Scanning Solutions

IHS Markit helps companies like yours transform their valuable and perishable hard-copy proprietary data assets into preserved and enhanced, easy-to-access and easy-to-search digital formats. Much more than a simple scanning service, our DLS team leverages the deep energy information management expertise of IHS Markit to create true assets from physical records by classifying, imaging, cataloging and enriching large collections of disparate, multi-format proprietary E&P data. The result is dependable, enhanced information that is accessible, enabling your company’s most important decisions.

You can’t afford to ignore the information often buried in your hard copy documents. Developed over the years, the proprietary data contained in those files, tapes and microfiche is valuable and unique to your organization. No other company has the same information you do, giving you a considerable advantage as you assess risks and analyze plays. That is, if you can quickly access the information in the first place.

We correlate your data with information contained in the IHS Markit energy and seismic databases that you subscribe to in order to ensure that the digital assets being created for you are as consistent, complete, current and correct as possible.

DLS has in-house scanning capabilities for a wide range of document sizes. We specialize in seismic sections, maps, well logs, and other corporate records. Other scanning services include OCR and document editing with a variety of file types available for output.

IHS Markit enhances each scan with metadata, including IHS Markit-generated spatial attributes. For example, with information that has been transformed through DLS, a user could drill down from an area of interest to a specific well, to a specific completion report with only a few mouse clicks. Just compare that to the process you might deal with now. You have to determine if you have records for a specific well, request the completion report to be pulled and wait for it to be delivered to your office. A process that now takes weeks may only take a few minutes after you use DLS to transform your physical records into digital assets.

DLS also provides digital tape transcription in a variety of tape formats and media types, with special emphasis on seismic tapes, including copying, stiction recovery and remediation.
**Records Management**

Our facility, located in Houston, is expansive and climate-controlled with storage, retrieval, data delivery and pick up, onsite barcoding, detailed cataloging of new data, and proven inventory tracking with reliable and accurate chain of custody controls. You will have reliable access to your organization’s valuable physical data assets, including those previously unidentified or available only to limited individuals.

**Consulting**

DLS provides data strategies, assessments, file room design and setup, retention and maintenance policies and procedures, business rules, training, project management and more.

**Inventory and Cataloging**

Using industry–proven processes and methodologies, DLS provides database cataloging, data capture and data entry on-site or at DLS facilities. Familiarity and experience with E&P industry asset cataloging software, including Open RSO, eSearch, Trango, AccuTrak, MS Access, and more.

**Records Storage Facilities**

Our records management services include, storage, retrieval, data delivery/pick up, re-filing, and detailed cataloging.

**Database Management and Digital Integration**

DLS provides the ability to identify links and relationships between corporate seismic and well header database listings, and physical and digital objects.

**Our Track Record**

For more than 30 years, many of Houston’s most respected companies have entrusted Data Logic Services with their data management needs.

**Staffing**

DLS provides resources for every service your organization requires to support your geoscience user community, including technical file room services, library services, and project staffing. Whatever your need, DLS can provide qualified staffing for short- or long-term projects.

**Our Solution**

**Support** – total management of all your valuable physical records

**Assurance** – knowledge that your data is safe, properly managed, and cared for

**Informed decision-making** – leverage your critical information…where it is needed…when it is needed
About IHS Markit

IHS Markit (Nasdaq: INFO) is a world leader in critical information, analytics and solutions for the major industries and markets that drive economies worldwide. The company delivers next-generation information, analytics and solutions to customers in business, finance and government, improving their operational efficiency and providing deep insights that lead to well-informed, confident decisions. IHS Markit has more than 50,000 key business and government customers, including 85 percent of the Fortune Global 500 and the world’s leading financial institutions. Headquartered in London, IHS Markit is committed to sustainable, profitable growth.

For more information visit ihsmarkit.com/dls

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