

Connor Warin, Waltham Abbey



Stanstead London Airport

One of the leading firms of Chartered Accountants in Essex and the Lea Valley, established in 1991 and with offices in Waltham Abbey and Stanstead. 18 staff using IRIS, DocuSoft and Microsoft Office software.

Partner, Jeff Warin said: “We started using the DocuSoft system in early 2007 – a very busy time for us. Initially we just scanned the incoming post, but gradually caught up with the background data too and both our offices are fully reliant and it is at the centre of everything we do. Indeed introduction of DocuSoft was a key part of our strategy for our acquisition of the business based at our Stanstead office.

“It is more of a management system than something that will create a paper-less office for us though. DocuSoft has a very useful correspondence handling system. I can sit here and know exactly what is in everyone’s DocuSoft in-tray at any one time and a client can call up and it is so easy to retrieve data for them.

“A side issue has been me getting in trouble with my wife. This was due to the temptation to connect to the office to check my correspondence in-tray whilst we were away on holiday at our villa in France!”

“It has cut down on files considerably – we have gone from twenty six to about nine filing cabinets and that is being reduced all the time.

“At our Waltham Abbey office we saved so much space we were able to sub-let some of the office space. We were then able to buy some new furniture and really improve the look of our office with the extra revenue - that just wouldn’t have been possible before.

“A recent ICAEW QA inspection visit resulted in our practice being given a top mark. Part of the inspection involved the inspector being sat in front of a DocuSoft screen to review the client filing, which proved entirely acceptable. At the end of the visit the inspector stated there was nothing he could suggest to us to improve our practice. My business Partner, Graeme Connor, and I have been working hard at developing our procedures so this was a very gratifying result.”



Waltham Abbey Church

“The software is relatively simple but the office culture has to change which is sometimes challenging in the early days, but soon everyone sees the benefits.”

For more information on the DocuSoft system or to arrange a presentation simply send an e-mail to: info@docusoft.net or visit www.docusoft.net and submit a request or phone **020 8339 6124**.

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