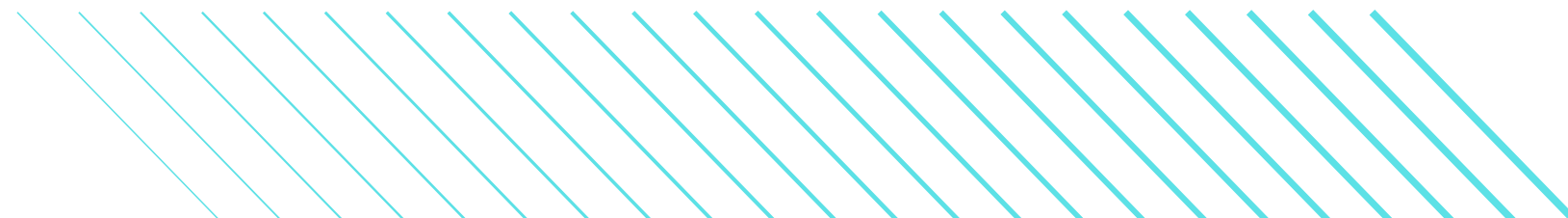
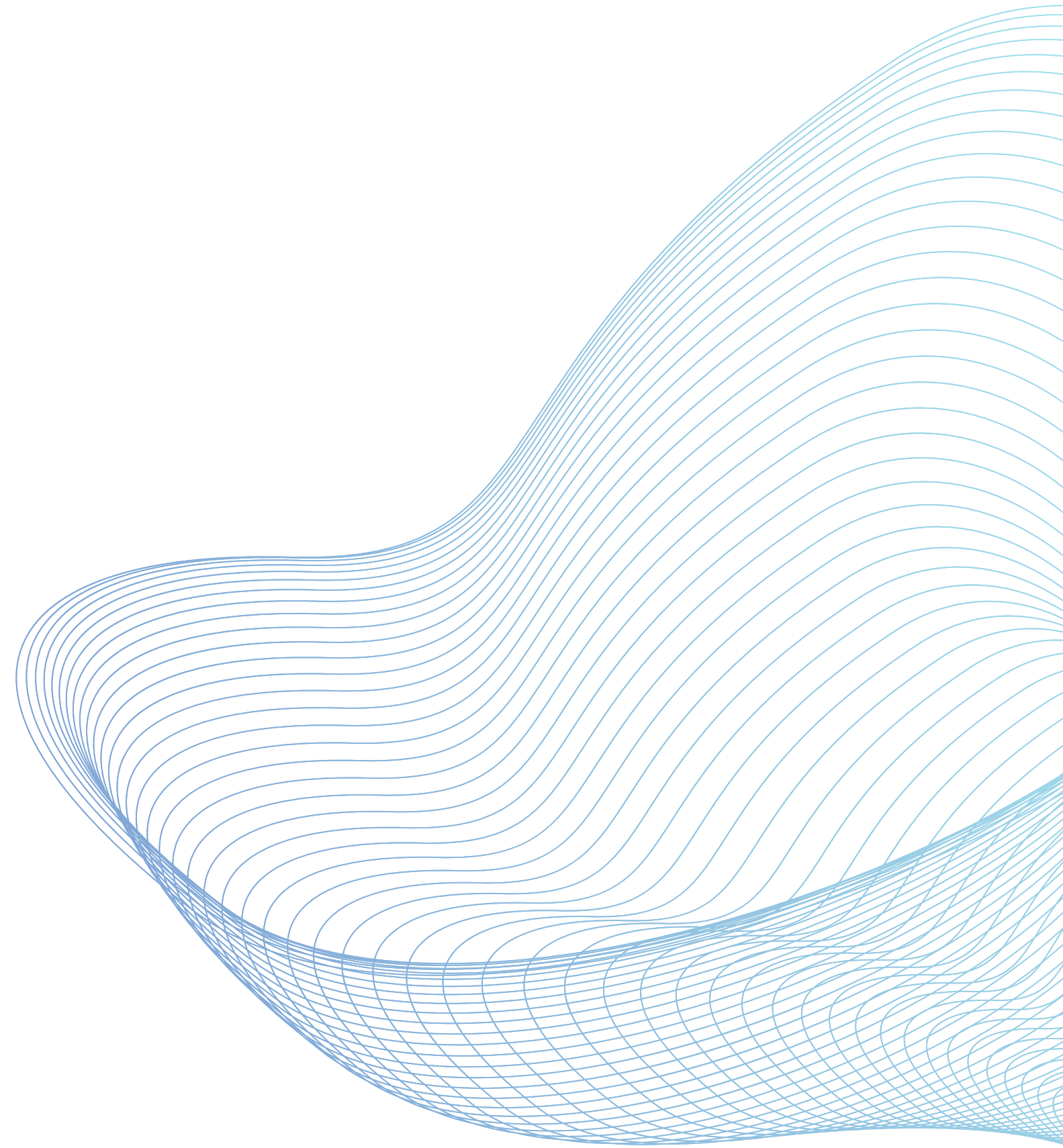


COMPANY PROFILE

www.metroonn.com



ABOUT COMPANY

Metroonn Limited is at the intersection between Enterprise Content Management (ECM) and Digital Transformation, helping enterprises succeed by gaining complete control over their information.

Metroonn Limited is a privately-owned company founded in Dhaka, Bangladesh.

www.metroonn.com



VISION

To become the country's best Record and Information Management (RIM) along with sustainable growth.

VALUES

Recognizing, understanding & solving our clients' needs. Working as a team understanding every aspect of our business. Creating a safe and secure business Environment for all Mertoonn employees. Providing services and opportunities for creating Loyal Customers. Demonstrating our commitment to sustainability by acting in an environmentally responsible way



MISSION

Achieving the corporate excellence in Record and Information Management (RIM) through superior business process, equipment and services.



OVERVIEW OF OUR SOLUTION

Scanning and Indexing

- Design document capture workflows that comprise sequences of automatic and manual stations for scanning, classification, recognition, indexing, quality control, third-party integration, and release to ECM systems.
- Automatic image enhancements and intelligent recognition to speed up the indexing process.
- Distributed capturing at multiple locations with centralized deployment and management.

- Robust batch scanning and separation with the ability to manage multiple scanning profiles.
- Ingest images and PDFs from folders.
- Both zoned and intelligent recognition of structured documents.
- Internal OCR engine and ready integration for external engines.
- Support for all languages.
- Set validation rules for accuracy.
- Head-up digitizing for productivity.

Advanced Automation

- Offload resource-intensive and time-consuming operations to dedicated workstations.
- Reduce manual handling and increase productivity with automatic stages for document separation, image enhancement and data processing.
- Custom scripting stages to integrate with 3rd party software such as fetching data from a remote database for indexing.

Release

- Release indexed documents to the repository of your choice.
- Ready configurations for MS SharePoint, IBM FileNet, Documentum, Nuxeo, OpenText and others.
- Release in multiple stages and to multiple destinations simultaneously.
- Conditional release can be configured to release only when meeting certain criteria.

OUR TEAM



**SYED REZAULLA
HASHMI**

FOUNDER

- 18 Years of experience in Telecommunication , Outsourcing Business Process Management, KYC Management and ITES.
- Major roles were at End to End Document Management, Customer Acquisition Process management for MFS.
- Worked as the Co Founder & CEO in Orogenic Imaging Solution.
- Warid Telecom: (Founder employee) Franchisee Development.
- Airtel : HOD Acquisition Compliance & Billing.
- Officeclick : Co-founder.
- Worked as a KYC Management Partner for Nagad, UPAY, TAP & SAF Management Partner for Banglalink, airtel, Robi,& Grameen Phone. Project completed more than 150 million End to End Document Management (KYC & SAF) with work flow solution.



**MAJOR GENERAL ABUL
KASHEM MUHAMMAD
IBRAHIM**
CHAIRMAN

Major General Abul Kashem Muhammad Ibrahim, ndc, afwc, psc (retd). General Ibrahim, the Chairman Metroonn, served in Bangladesh Army with pride and glory for 34 years till his retirement in 2018. In his long successful career he held different Command and Staff appointments in Brigade, Division and Army Headquarters. He also served in various Intelligence Organizations including DGFI, he was also an Instructor in the Military School of Intelligence. He was the President of Inter Service Selection Board (ISSB), the prestigious institution of Bangladesh Armed Forces, responsible for the selection of Officers Corps for Bangladesh Army, Navy and Air Force. To cap off his career, General Ibrahim served as the Administrative Head of Bangladesh University of Professionals (BUP) a public university run by the Armed Forces of Bangladesh.

OUR TEAM



A S M HASANUL KABIR

CO FOUNDER

- Completed graduation and post graduation from University of Dhaka.
- Started career in service in multinational company in late 90s of last century. Served long period in Commercial Bank in different capacities, specialized in Credit Analyst and Core Banking.
- Has come from a family those had long and splendid history in business, possessed a number of both Manufacturing and Service industries in southern part of county. Apart from inherited business, me personally started own Business in 2014 in Financial Consultancy, Importing of Automobiles from Japan and selling of complete project technology and engineering in Automated Clay Bricks, Expanded Clay and others from European origin.



MOHAMMAD ASHIQUR RAHMAN

Chief Technology Advisor

- B.Sc. Engineer
- Life-time Member, IEB (Institute of Engineers Bangladesh)
- Founder - SEGMA SOFTWARE AND SOLUTIONS LTD
- Former Senior Advisory IT Specialist, IBM (I/SA)
- Former Project & Program Manager, Huawei (Middle East)
- Engineer Mohammad Ashiqur Rahman is a Telecommunication BSS/OSS specialist with 20+ years of industry experience in managing Large Enterprise Software Projects and programs, Electronic Document Management Solutions, and IT/Technology Solution Architectures for corporate organizations in Bangladesh as well as in Middle East and Africa regions. We are glad he has accepted this honorary position and wish to contribute for the revolutionary transformation of the Physical Archiving business that Metroonn aimed for Bangladesh market.

OUR SERVICE

Digitalization Services

Scan, convert and manage documents easier and faster.

Physical Archiving

We have experience in Record and Information management with highly secured warehouses.

Electronic Archiving

Converts your company's documents into a more valuable resource.

Destruction Services

Assured destruction of documents and business data for full compliance and protection.

Our Other Services

Digital document indexing, vault facility, media storage & rotation, data entry.

SCOPE OF WORK

Documents and files are collected and delivered by experienced staff between clients' offices using a fleet of transport on daily basis or as per agreement. The movement of documents and transport is managed by an efficient tracking system, not only to ensure secure and timely delivery on daily basis but also to ensure minimum exposure to HSE&S during emergency situation and business disruption. This has been achieved through extensive experience and efficiency of Metroonn staff and continuously evolving management system

Different documents and data are stored according to their standard security and environmental conditions and as required by the clients. Customized facilities and controlled environments are provided in the warehouse. Custom built document and data racks, vaults and rooms are available to meet various needs of clients.

QUALITY, SECURITY & CONFIDENTIALITY

Metroonn has been committed to a quality approach by following the current standards and certifications of the countries in which we operate. Our first objective is to satisfy our partners by continuously improving our services.

Our Quality Commitments

- Standardized procedures that comply with certifications like ISO or NF.
- Trained teams for optimal service
- Tracked requests and access.



Our Security Commitments

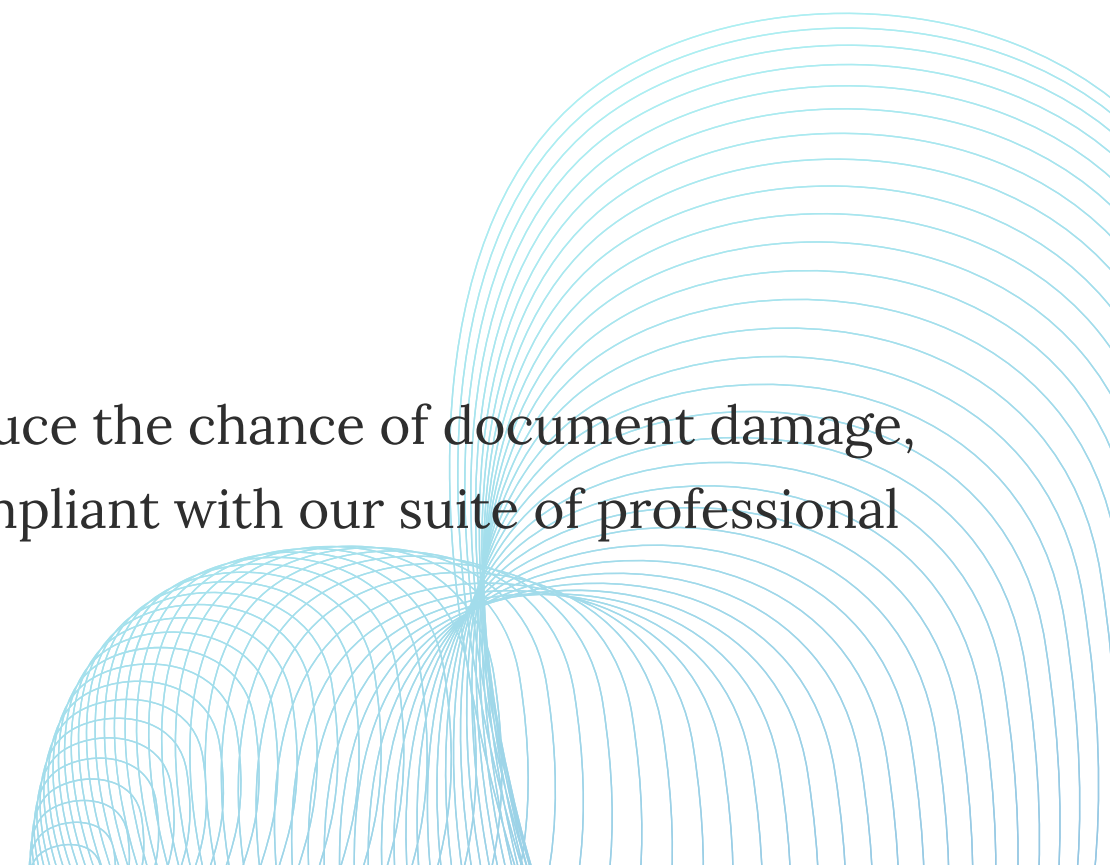
- Secure warehouses, dedicated to the storage of physical records.
- Video surveillance including remote monitoring systems.
- Fire prevention systems & Temperature control.

QUALITY, SECURITY & CONFIDENTIALITY

Our Confidentiality Commitments

- Anonymous records management
- Unique bar codes for each record
- Random box placement
- Secure access management with keypad access control
- Contractual confidentiality clause for all staff

Professional document management at Metroonn is a smart decision for your business to further reduce the chance of document damage, theft and data breaches. Keep your document archiving and records confidential while remaining compliant with our suite of professional document storage solutions.



PRODUCTS

Metroonn's ArcMate products are all integrated, customizable and multilingual. They are also architected in a modular and scalable way to empower growth at any scale.



ArcMate Enterprise

Enterprise Content Management (ECM) Solution powered by a Service Oriented Architecture. Available in Enterprise and Data Center editions.



ArcMate Capture

Distributed Document Capturing Solution designed to handle billions of documents in backfile conversion or ongoing scanning.



ArcMate EZIFlow

Business Process Automation Solution designed for document-centric workflows and powered by endless integration possibilities.

FOUNDER'S PROJECTS

KYC Management Project: Upay

Started serving Upay in 2020 and continue. Provided the services like Scanning, Vetting, data entry, eKYC verification through NID, Activation, Reporting

This operation includes-
Serving 70 lakh customers and more than one lakh agents



KYC Management Project: Nagad

Started serving Nagad in 2019 and continue. Provided the services like Scanning, Vetting, data entry, eKYC verification through NID, Activation, Reporting.

This operation includes-
Serving 2 million customers and more than one lakh agents



SAF managed service for airtel/ Robi

It's a complete outsource project of airtel where we provide SAF managed service for airtel/ Robi across the nation.
Project timeline : 2011 to 2020

Receive : 27.5 Million (URF)
Quality Check: 27.5 Million (URF)
Scan : 27.5 Million (URF)
Data Entry : 27.5 Million (URF)
Hardcopy Warehousing : 27.5 Million (URF)
SAF Collection KPI improvement : 90% + within 7 days



SAF managed service for Banglalink

Started pilot project with Banglalink in 2015 and made them satisfied with quality service and served across the nation.

Receive 30 Million
Quality Check: 30 Million
Scan : 20 Million
Data Entry : 20 Million
Hardcopy Warehousing : 10 Million
SAF Collection KPI improvement : 99% + within 7 days



LET'S CONNECT WITH US!



+880-161-0002888

syed.hashmi@metroonn.com

www.metroonn.com

