



*Companies House, Cardiff*

*A good credit rating — as important to a business as the logo on its letterhead. You know the people you can turn to for information on the financial substance of those businesses you'd love to deal with. And digitizing the data that feeds those credit products and services—the ones you rely on to make your big decisions—is DDC.*

## **CREDIT WHERE IT'S DUE**

*by Simon Bates,  
Project Manager*

*The DDC Group—selected by credit companies to digitize reports and accounts for their business information products.*

Almost since birth, in 1989, DDC has been capturing UK reports and accounts—the documents filed annually at Companies House whose contents inform the thoughts and strategies of real deal-makers.

The thing about company accounts is the lack of a single standard layout or glossary of terms. One man's revenue is another man's turnover. In order to digitize one set of accounts, a person must understand the variations in terminology, study the notes and check the auditor's report to get a proper picture. These documents must be analyzed, not simply transcribed.

DDC's presence in the Philippines is a boon in this regard. Accounting and business graduates abound who are looking for work in an employer's market and are willing and able to apply their knowledge to the task of analyzing company accounts for DDC's clients. Over fifteen years of providing such expertise to the UK market convinces us we're not mistaken. Allocation of SIC codes is also within our compass. These days we're developing our tools and skills to allow us to digitize non-English accounts too and embrace XBRL.

The normal method of working is for a UK client is to subscribe to the Companies House (CH) service that makes the image files of filed reports and accounts available. DDC Philippines is given access to the CH FTP server where images are stored along with index files of company names, numbers and related information. We forward the index file to our client for bespoke information held by them to be appended to the index, which will then drive our decision-making processes during digitization. The captured data populates a fixed template of fields specified by the client. Two or three days later, the analyzed, extracted, validated, formatted, quality assured data is back with the client to refresh their products. Freshness is a big deal too—this short data delivery cycle means that information on the market is right up-to-date and as saleable as it can be.

### **Figures**

- **Over 1 million companies' records processed each year.**
- **Ca. 100 fields to be analyzed for an account; ca. 20 for a return.**
- **One or two years' figures analyzed as instructed.**

Today, quality assurance and timely delivery are only part of what companies demand when outsourcing tasks involving their data. Quite rightly, security measures and provision for disaster recovery count just as much, insuring the service, as it were. Operating in the Philippines, DDC can offer a full package. It's up to our clients to specify the particular security features and hot, cold or, indeed, glowing capacity they want.



*Company report*

We have multiple sites in two geographical locations with independent power infrastructures—Luzon and the province of Leyte to the south-east. Data capture cannot be completely halted by capacity loss at any one site or another—a vital consideration with regular deadlines to hit. Gensets are in place too. DSL lines into each site from different ISPs are open to minimize the risk of lost connectivity with our customer and between sites. Security features include biometric (fingerprint activated) door locks, as well as VPN connection to FTP servers or clients' systems, ensuring access only for authorized users connecting from specified IP addresses.

### **DDC's Service Benefits to the business information providers**

- Off-shore data capture costs.
- Geographically separate 'hot' sites for business continuity assurance and disaster recovery.
- On-shore project management.
- Well-established methods and industry expertise.
- Secure production premises and transmission lines.

DDC is very proud of its history of consistent service to the business information providers and of the skill and application of our specialist off-shore team. Credit where it's due, let's say.

---

***Analyze That!...with the DDC Group.***



**The DDC Group**