



Client: Abu Dhabi National Oil Company (ADNOC)  
Product: Intalio Correspondence, Intalio Archive



## Overview

ADNOC is a state-owned oil and gas company in the United Arab Emirates (UAE). As the 11th largest oil company in the world and the 7th largest reserve holder, ADNOC manages 18 subsidiary companies and employs more than 50,000 people from over 100 nationalities.

The company operates across the entire hydrocarbon value chain, with a production capacity exceeding 4 million barrels of oil per day and approximately 11.5 billion cubic feet of natural gas per day. Its operations include exploration, production, storage, refining, trading, and development of a wide range of petrochemical products.



## Needs and Challenges

ADNOC aimed to build a smart office and implement a paperless environment to enhance operational efficiency. The company faced challenges in managing and organizing large volumes of internal and external correspondence. Key issues included the lack of automation, difficulty in tracking and archiving correspondence, limited access to critical information, and the need to improve information sharing while enhancing workforce engagement.



## Implementation Highlights

Intalio implemented a comprehensive Correspondence Tracking System that automated ADNOC's correspondence lifecycle, improving efficiency, security, and productivity.

- › **Intalio Correspondence:** A state-of-the-art solution that streamlined the management of internal, incoming, and outgoing correspondence. The system automated capturing, indexing, tracking, publishing, and archiving of all correspondence, enabling ADNOC to reduce paper dependency and move toward a fully digital communication workflow.
- › **Intalio Archive:** Provided a platform to manage and store paper, electronic, or hybrid archives. With advanced search capabilities and high-security practices in compliance with local regulations, Intalio Archive improved collaboration, ensured data protection, and offered reliable data backup and disaster recovery.



Client: Abu Dhabi National Oil Company (ADNOC)

Product: Intalio Correspondence, Intalio Archive



### Impact and Achievements

The implementation of Intalio solutions allowed ADNOC to achieve a digital, paperless correspondence environment with significant operational improvements:

- › Automated capture, indexing, and tracking of correspondence across departments.
- › Reduced dependency on paper-based processes, enhancing efficiency and sustainability.
- › Improved access to information for employees, enabling faster response times and decision-making.
- › Enhanced security, compliance, and traceability of corporate correspondence.
- › Streamlined archiving and retrieval processes for both electronic and paper records.
- › Increased workforce productivity and engagement through better information sharing.



### Conclusion

By partnering with Intalio, ADNOC successfully transformed its correspondence management into a fully automated, secure, and paperless environment. The solution enhanced operational efficiency, improved information accessibility, and strengthened compliance and traceability across all departments. This implementation positions ADNOC as a leader in adopting digital solutions within the oil and gas sector, supporting its vision of a modern, smart, and highly productive enterprise.