

ASSURE

Workplace Relocation



We provide a comprehensive Workplace Relocation service, and we are the trusted workplace movement partner of public & private sector organisations and IT services organisations.

We have in-house resources including experienced engineers and specialist equipment to ensure minimal physical risk to IT assets.

Benefits

- ✓ **Secure transportation:** assets are protected by specialist packing and handled by experienced IT engineers. Multi-level physical and process security measures ensure integrity of sensitive data in transit.
- ✓ **End-to-end process:** we manage the all physical workstreams including the de-installation and set-up of desks and meeting/conference rooms.
- ✓ **Efficiency:** Our process is trusted by leading enterprises for the efficiency and precision of our workplace moves. Downtime is low and users can get back to work with minimal disruption.

To get a quote...

Please provide the following information:

- The source and delivery locations.
- No. of desks/conference rooms and composition.
- Working time: in/out of working hours.

OUR PROCESS

• Planning

Project Initiation

Logistics surveys

Existing environment audit

Desktop layout design

Logistics plan creation & RAMS

Asset labeling

• Relocation Day

De-installation

Secure transport

Re-installation

Handover and validation

Additional services: we can also support you to plan and deploy high-speed **wireless networks** in your new space. Alongside this, we offer **end-to-end migration** of on-premise data/server rooms.



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