

Introduction

There are two components to this company: Alpha Printing company and Beta Printing company. Alpha Printing company has been owned, by Mr. George High since 1981. Ms. High started Beta Printing company in 2010 to provide further more innovative services in the area of printing and further increase the strength of the companies. The companies are both located in [……….], [……..].

The services provided by the two companies are the following:

Alpha Ltd.

Offset printing - Offset printing, also called offset lithography, is a method of mass-production printing in which the images on metal plates are transferred (offset) to rubber blankets or rollers and then to the print media.

Limited in-house full-color

Forms – Form templates being requested by clients

Books, manuals, brochures

Programs – Programs for performances

Checks – Printing of check books on behalf of banks

Letterpress printing is a technique of relief printing. Using a printing press, the process allows many copies to be produced by repeated direct impression of an inked, raised surface against sheets or a continuous roll of paper.

Newspapers

Beta Ltd.

Variable data printing – uses database-driven print files for the mass personalization of printed materials

Print on Demand – digital printing is used for personalized printing for example, children's books customized with a child's name, photo books (such as wedding photo books), or any other books.

Photos – digital printing has revolutionized photo printing in terms of the ability to retouch and color correct a photograph before printing.

Architectural Design – new media that conforms to a variety of surfaces has enabled interior and exterior spaces to be transformed using digitally printed wall murals and floor graphics.

Sleeking – The process of adding foil, holographic effects or even glossy and dull finishes by way of digital ink adhesion. This is done by digitally printing a rich black area where the user wants the sleeking to take place. The machine registers this and only adheres to this specific area.

COMPANY HISTORY

Alpha Printing company is a local commercial printing established in [……….], [……..]. in 1981 as a local newspaper printer, along with a job print shop. It was created to meet the printing needs of the local community. At the time, the company had only two employees, Arthur Fine and Jack Well.

During the next years, the company expanded its portfolio and increased its reach within the country. More services were added. The latest of these services is the checkbook printing service. After several changes in the current market, especially after the manifestation of the economic crisis, Mr. High was able to win contracts with two major banks. The company had to acquire new equipment and apply some security rules to satisfy the banks but, in the end, it turned out to be a very successful investment.

In October of 2010, Ms. High started Beta Printing company. The vision of Mr. High was to create a company that would be more innovative, more flexible and more technology oriented, while still remaining in the printing business. This was also demanded by the market, as Mr. High saw that there were often cases where Alpha Printing company had to subcontract another printing company to be able to provide a full printing service to the clients.

The portfolio of services offered by the Beta printing company was complimentary to those offered by Alpha Printing company with a more digital direction.

CURRENT SITUATION

As the goal of diversity and strengthening of the brand of companies has been achieved, it was the decision of the management of the organization to merge the two companies into one. The new company will be called AlphaBeta Printing company. The new company will provide the sum of services provided already by the distinct Alpha and Beta companies.

At the same time, a management change will take place. After several successful years at the head of the companies, Mr. High has decided to step down. The new management of the organization will be the following:

Mr. High Vision (son of Mr. High) – General Manager of the AlphaBeta Printing company.

Mr. Fine Arthur – Operations Manager of the AlphaBeta Printing company.

Mr. Well Jack – Technical Manager of the AlphaBeta Printing company.

Ms. Check Mary – Quality Manager of the AlphaBeta Printing company.

Mr. Worry Jack – IT Manager of the AlphaBeta Printing company.

Mr. All Si – Information Security Manager of the AlphaBeta Printing company.

Ms. Chat Anna – HR Manager of the AlphaBeta Printing company.

Mr. Count John – Financial Manager of the AlphaBeta Printing company.

The organizational chart of the new company will be:

One of the issues that arose during the planning sessions for the merge, is the need to create a project regarding the implementation of an ISMS that will cover the new company.

An initial project plan and budget has been created and approved by management.

The project team comprising from Mr. Worry, Mr. All, and Ms. Check has been created. To make sure that the process has the best possible results, the company also hired Mr. Know All, a very well-known and accomplished ISMS Consultant.