

Freeing Up the Training Team:

How the Fire Industry Association Scaled Course Materials with Mimeo

Fire Industry Association Case Study

Mimeo spoke with the Head of Training at the Fire Industry Association about their experience transitioning to Mimeo.

Before Mimeo

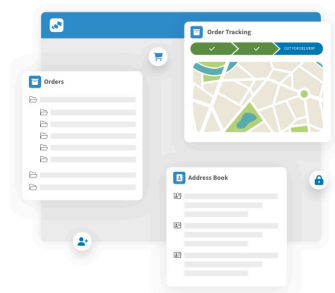
Before partnering with Mimeo, the majority of the FIA's training books were printed in-house using office-based printers, then assembled and bound internally before being distributed to training venues. As the number of courses grew, this approach became increasingly difficult to sustain. Keeping up with the growth in training activity was the biggest challenge, and the reliability of the office printers became increasingly important, as any printer issues could directly affect the team's ability to prepare course materials on time.

The main costs were printer rental, paper, consumables and the staff time involved in printing, assembling and binding the books, with cost per book closely monitored. Printed materials and paper stock were stored at the FIA's main office, requiring space to be set aside for both finished training books and printing supplies, and materials were shipped to course venues using couriers such as DHL.

With Mimeo

The FIA now outsources a significant proportion of its training book production to Mimeo, particularly where larger volumes are required. This has reduced the amount of printing and production managed internally and has helped the team control stock levels and make better use of the available office space.

The Head of Training reviews requirements and places an order approximately once a month, based on upcoming training activity and anticipated stock levels. Mimeo then manages the printing and production of the materials, removing a significant amount of manual work from the Training team. In-house printing hasn't been eliminated entirely, but outsourcing larger quantities to Mimeo has significantly reduced reliance on internal printing and binding. The FIA has also made use of digital versions of its training books, something that became particularly important from the COVID period onwards.



Results

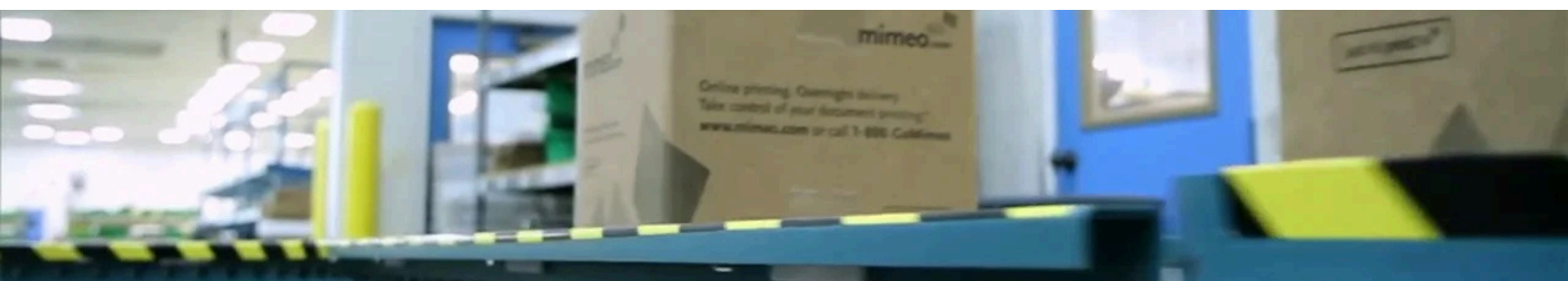
The time saving has been significant. Some training books take three to four minutes simply to print, before allowing for assembling, binding and handling — multiplied across the number of books required for the training programme, this represents a substantial amount of staff time. Outsourcing this work to Mimeo allows the Training team to focus on delivering and administering training rather than producing materials.

Cost savings have not necessarily been direct — in some cases, outsourcing production can cost more than printing internally. For the FIA, the main benefit is the saving in staff time, the reduction in pressure on internal resources, and the ability to produce larger quantities reliably. There has also been a clear improvement in the quality and consistency of the finished materials, as Mimeo uses professional printing and production equipment rather than office-based printers, giving the training books a more professional finish.

Scalability is one of the main advantages. As the FIA's training provision grows, the team can increase the volume of materials ordered without having to increase their own printing capacity, equipment or internal resources, and to date they have not encountered any issues with Mimeo meeting the volumes required.

“Mimeo has allowed us to take a time-consuming part of our training operation and place it with a specialist provider, giving us greater scalability and consistently professional training materials.”

— Michael Gregg, Head of Training, Fire Industry Association



Impact on the Team

For the Training team, the main benefit has been more time to focus on what matters most. With less time spent printing, assembling and binding course materials, the team can concentrate on learners, course administration and the delivery of the training programme itself. The collaboration with Mimeo has been straightforward, and the platform easy to manage, including when resolving occasional issues, where the Mimeo team has been responsive.

About FIA

The FIA is a trade association representing organisations and professionals working across the UK fire safety sector. The organisation has 26 employees, operating from two main office locations, and delivers training at a range of external venues across the UK, typically using hotels and other suitable training locations. Mimeo is used primarily for the production of training materials and course books used across the FIA's training programmes. Visit www.fia.co.uk.

About MIMEO

Mimeo's mission is to simplify all processes relating to document printing and distribution and make them more efficient. With three platforms, Mimeo offers customised ways to share content quickly and easily in both digital and printed form, saving you time and money. If you would like to find out more about how your processes could be simplified, please feel free to contact us on 01480 410437, at www.mimeo.co.uk or by email at uksales@mimeo.co.uk.