BASIC ASSET SOLUTIONS

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Fixed Assets Simplified

Asset Tagging and Verification

- We deliver a service in the management of assets.

- We bar-code, scan and allocate assets to a specific location, cost centre, department or employee.

Integrity and Quality

- We use simple basic ways of capturing information that includes standard descriptions of assets, serial no. model no. makes etc.
- We use simple, easy to follow methods to verify assets ensuring absolute accuracy and compliance to the highest standards and for that we make sure that there is no room for error.

- The Quality of our work and your satisfaction is highly important

Processes

1. Planning is our first priority. Our experience tells us that this is a critical area and your input is vital to the success of the project. An agreed Project Plan will be presented that includes the best suited applications to meet your requirements.

2. Weekly meetings will be held to discuss the Progress Report and any challenges facing the project. Statistics will be presented regarding production and completion of the project stages.

3. The Project Management process will be reviewed on a regular basis taking into account adherence to scope of work, scope change, project creep etc. All changes agreed on will be communicated in writing.

4. Quality Assurance will be applied to the process on an ongoing basis. This is a high priority function as it assures the correctness of the data and ensures a quality end product.

5. Asset custodians will be presented with inventories which will be signed and kept safely for audit purposes.

6. We manage this project on your behalf therefore, communication is of paramount importance. Throughout the project we will keep you informed and seek your assistance where required.

Other Services

- **Consulting/Training:** As experienced consultants, we can provide an in-depth process analysis of your daily practices and procedures relating to your asset management function. Best practice and implementation are key focus areas. For this reason, we also provide training.

Products

Fixed Asset Solutions

1. BAT App – Android Scanning Solution export to excel and uploads to cloud for data storage.

Implementation And Integration

- We provide you with implementation on one of the selected products to install and setup the product

- Any integration needed we can do as well and the fields you need to integrate to a specific Financial System used.

Products Hardware
Supplied

1. **Asset Tags Aluminium or Polyester Paper type tags.**
2. **Barcode Scanners, Label Printers**

Catalogues

- **Asset Catalogues:** We create full colour asset catalogues for the purpose of maintaining consistency and standardisation with regard to the FAR. Photos, descriptions, asset class codes, assets type descriptions etc. may be added as needed along with the relevant bar-code for easy scanning. This catalogue may also be used to assist in the training function.

Recons and Balancing

- **FAR Link & Balance:** We perform this function for the validation of the FAR in accordance to the GRAP and IFRS requirements. An audit report with regard to the documentary correctness can also be provided.

Data Correctness

- **Data Purification & Manipulation:** Due to our simple and basic operating system, we can purify and arrange your data to suite your specific presentation needs. We adhere strictly to GAAP requirements and transparency.
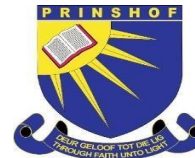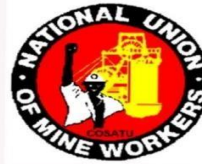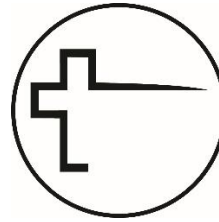

REMEMBER: You are our greatest Asset

Customer Environment Experience

Some Customer References

Our Core Values

- Integrity • Quality • Support • Relationships