

## ASSET & INVENTORY MANAGEMENT SERVICES






**T**racking and accounting for asset and inventory are essential for all organizations to ensure accountability for all items purchased with taxpayers' money. However, such processes are often routine and tedious.

Vital.org offers to free your organization from these transactional activities. By entrusting us with your asset and inventory management processes, you can focus on your core functions. Vital.org's dedicated asset management team has the expertise and resources to effectively manage your valued asset.






### OUR ASSET SOLUTION





#### (1) Asset Accounting

-  Keeps track of all transactions, like additions & transfers
-  Maintenance of asset records
-  Responding to asset-related audit
-  Consistent application of asset accounting and capitalization standards
-  Address audit queries on asset accounts

#### (2) Assets & Inventory Tagging


-  Maintain and print asset IDs
-  On-site tagging of assets every fortnight
-  On-site updating of asset records - new and existing

#### (3) Annual Stock-Take

-  Performs manpower planning and scheduling of annual stock-taking
-  On-site stock-taking
-  Prepares management reports of assets
-  Takes charge of the disposal of physical assets



#### (4) Resource Accounting Schedule

-  Monitors assets movement schedules

## SAVINGS PROJECTION

With shared resources and technology, Vital.org is able to offer more competitive rates, while maintaining a high standard of service delivery.

As the cost of investment in an asset and inventory tracking system is being shared amongst all agencies, the resources required from each will be reduced as well.



## BENEFITS OF OUR ASSET MANAGEMENT SERVICES

On top of efficient, high quality asset management service which offers you a peace of mind, you will enjoy these full benefits as well with Vital.org.

<b>A partner who complements you</b>	<ul style="list-style-type: none"><li>With Vital.org handling the bulk of responsibilities relating to asset management, staff can be re-deployed to your core functions</li><li>Efficient scheduling ensures effective utilization of manpower &amp; time</li><li>Proper book-keeping reduces workload</li></ul>
<b>A cost-efficient partner</b>	<ul style="list-style-type: none"><li>Economies of scale indicates that costs can be brought down significantly for you</li><li>Asset Management System shared by all agencies, reducing the need to invest in costly investment tracking system</li></ul>
<b>A partner who is effective</b>	<ul style="list-style-type: none"><li>Ensures adherence to approved Accounting Policies</li><li>Provides consistent capitalization policy application based on IM and Resource Accounting policy</li></ul>
<b>A partner who is the best at what he does</b>	<ul style="list-style-type: none"><li>Detailed requirement study and analysis conducted by specialists to best tailor solutions for your organization</li><li>Offers hassle-free Financial Year End Closing with clean asset accounting records</li></ul>