

# FIXED ASSET MANAGEMENT



## FAM FEATURES

### ASSET DEFINITION

- Asset Grouping
- Asset Category/Type
- Asset Risk level
- Asset GL Account
- Asset IDs
- Asset Specifications

### ASSET TRANSACTION

- Acquisition of Asset
- Partial Additions
- Acquisition Approval
- Asset Transfer
- Asset Ownership
- Insurance of Asset
- Asset Warranty

### PROCESSING

- Asset Verification
- Asset Approval
- Depreciation
- Revaluation
- Maintenance
- Impairment

### DISPOSAL OF ASSETS

- Disposal Advice
- Disposal Verification
- Disposal Approval
- Assets for Disposal

### REPORTING

- Fixed Asset Register
- Asset Acquisition Register
- Disposed Asset Register
- Asset Transfer Register

Our – Fixed Asset Management (FAM) – module offers a robust and comprehensive all-in-one package for executing and maintaining all Fixed Assets of an Organization and executing their associated processes in the Company.

### PAPERLESS SYSTEM

FAM is a Paperless Web based System in which starting from Acquisition of Assets till its complete Depreciation, there is no need to generate printed paper for any process unless it is essential to do so. As soon as an Asset is acquired, data starts flowing in the system i.e. from Asset Definition --> Asset Verification and Approval --> Asset Ownership --> Asset Transfer --> Asset Insurance --> Asset Disposal --> Asset Depreciation --> Asset Revaluation --> Asset Impairment --> Asset Maintenance etc.

### EASE OF USE

An easy to use and intuitive user Interface with navigation by Menus, Dashboards, User Tab in grids with persistent screens and buttons for fast, easy access to commonly used screens and reports save valuable time.

### SECURITY AND STANDARD CONTROL

In Order to maintain confidentiality of information and restrict unauthorized information access, a powerful Security Module is built in along with audit log to monitor activities of authorized users.

### MULTI COMPANY & MULTI CURRENCY STRUCTURE

The design of this System allows to create multiple Companies in the same DB which is very beneficial when a Group Company implements this software in all his sister Companies to standardize the business application throughout the Group.

### FLEXIBILITY

Designed to fulfill the diverse Industry requirements, the system provides for flexible setup and reporting. Unlimited no of Companies and Employees can be defined and categorized according to their authorizations.

### AUTO MESSAGING SYSTEM

FAM module maintains a built in capability for a comprehensive Messaging System based on the system processes which makes automatic “messages generation” to other employees/departments during the business process execution, to let the work done on time without any excuses for delay.

The screenshot shows the 'ASSET ID GENERATION' screen in the Asset Tracking and Monitoring System. It features several tabs: 'Insurance Policy Details', 'Warranty Details', 'Maintenance Contract Details', and 'Asset Specification Details'. The main form is divided into sections: 'Preop Definitions' (Company, Asset Group, Asset Sub Group, Asset Type), 'Asset ID' (Asset ID, Asset Description), 'Asset ID Definitions' (Asset Category, Location, Custodian, Date of Acquisition, Original Cost, Asset Ownership, Asset Life, Put to Use Date, Supplier of Asset, Warranty, Risk Level), and 'Additional Info' (Asset ID Mode, Created On, Updated On, Created By, Updated By). A 'Remarks' field contains the text 'Has been purchased second hand!'. At the bottom, there are buttons for 'Save', 'Edit', 'Delete', 'Finalize', and 'Menu'.