

Assets Management



Module in **SAJAYA®** system provides tight administrative and financial control over enterprises owned or leased assets in term of selling, purchasing, renting, destroying, locating, and specifying asset custody.

Moreover the module allows following-up assets and their transactions such as maintenance, depreciation, insurance, mortgaging...etc. Also works automatically on documenting the administrative and financial effects of these transactions.

► Advantages

- Save time and effort, facilitate managing and following-up enterprise owned \ leased assets through registering them, specifying their locations, keepers, and transactions during their work period in the enterprise, specifying dates of inventory taking, licensing, and mortgaging expiry with related alerts generation.
- Organize and follow up expenses distribution, document the financial effects of assets acquisition, usage, and destruction. Moreover register their financial transactions by creating vouchers and financial notes automatically for selling, purchasing, depreciation, maintenance, insurance, and other expenses and transactions.
- Maintain assets, ensure their readiness, and work sustainability through organizing asset's preventive and periodical maintenance, identifying and following-up maintenance phases and actions.
- Control maintenance expenses of using spare parts and consumables in following-up assets productivity through saving purchase, usage and stock records.
- Re-evaluate assets and calculate their actual value through evaluating the effects of asset's maintenance including the used spare parts which are aimed to develop their performance and extend their default age.

► Features

- **Historical Records:** This program provides historical records about assets financial and non-financial transactions to clarify those asset's transactions during their work periods in the enterprise which include transferring, or merging, or carrying maintenance works and the used spare parts...etc. The program also provides current, historical, and statistical reports and queries about all asset's transactions during their life time in the enterprise in details.
- **Financial Integration Levels:** This program allows users of organizing the resulted financial vouchers from asset's accounting transactions by providing several integration levels between the financial transactions with resulted vouchers, and distributing them on accounts of the GL chart; those levels are(company's level, assets groups, asset, used voucher, vendor, client,...etc).
- **Spare Parts Inventory:** Ability of managing inventory of spare parts, consumables, defining available and consumed quantities of any items while specifying the re-ordered quantities, maximum stock quantities, their nature and effect on assets whether it was an expense, or an increment over asset value, and linking them with asset's groups.
- **Voucher's Multi-Types and Numbering:** Ability of defining unlimited types of vouchers to use them in registering the same type of transactions with independent numbering for each type, assigning users privileges, and connecting all types of voucher's with main categories as (depreciation, transferring, licensing, mortgaging, asset merging...etc.).
- **Template Vouchers:** Vouchers include default data, and their distributions which are used frequently in many transactions where the default data are imported from typical vouchers, then new data are added instead of re-entering all data.
- **Copy Vouchers:** Tool enables users of copying voucher information and details to new one, thus ensuring information accuracy and rapid input through using the available programming tools in the system.
- **Recurrent Vouchers:** Vouchers of frequently repeated transactions which have similar data but differ in their financial/administrative effect's date, tin which they are created once in the system, specifying its repeated frequency, so the system creates them automatically in their repeating date.
- **Additional Fields:** Ability of defining several addition fields for each asset with specific properties (number, date, text...) which enable users to enter additional data and inquire about their transactions.
- **Printing Multi-Layouts:** Enable users of printing vouchers of asset transactions in several layouts by using original layouts available in the system or by designing layouts for each voucher to fulfill enterprise special requirements and needs by using the available programming tools in the system.