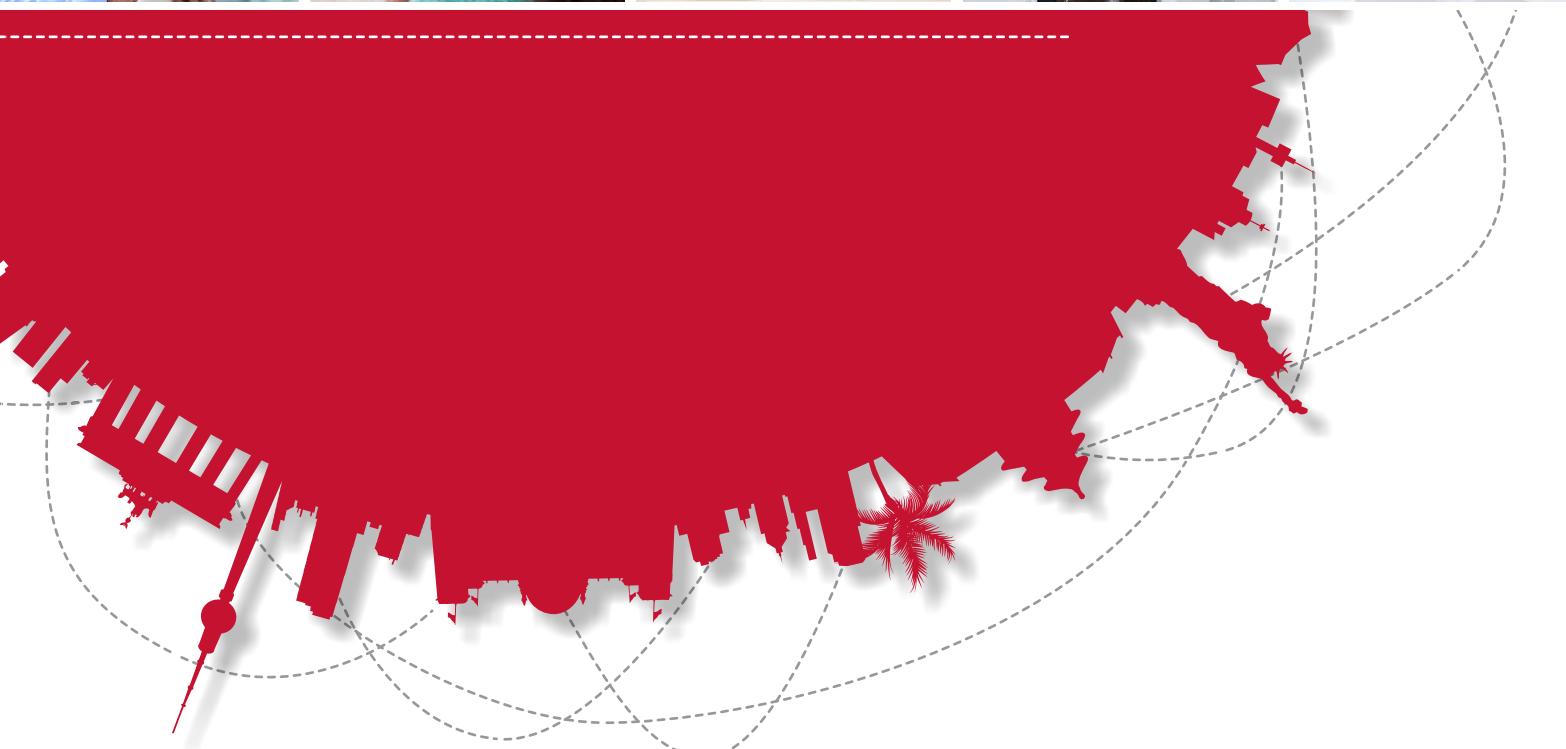


ERMS

ENTERPRISE RESOURCE MANAGEMENT SYSTEM

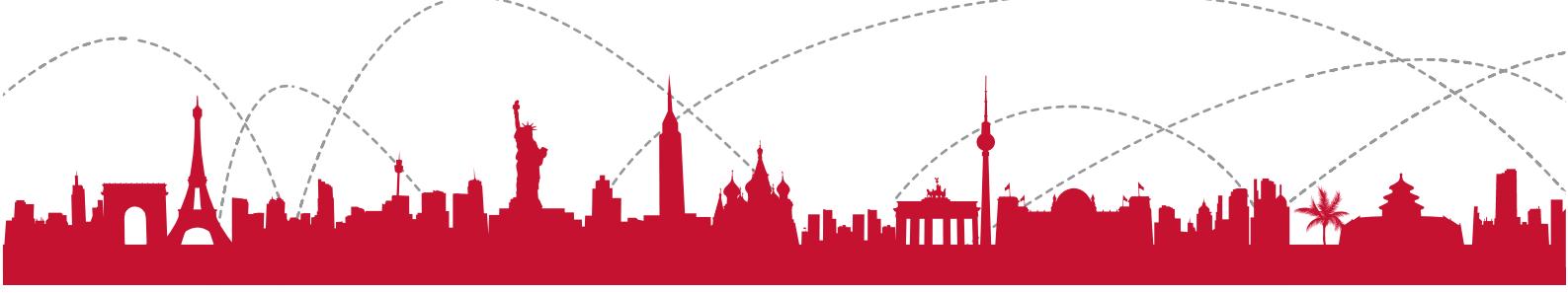


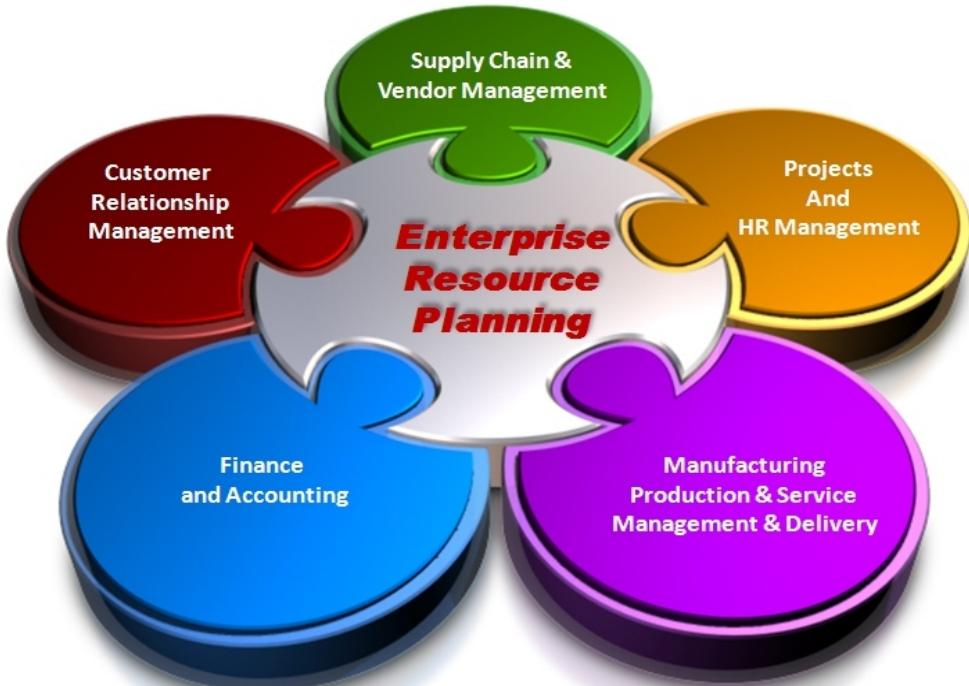


“BE AHEAD and Drive Performance with FinTrak ERMS Solution”

The challenges of building a successful business in the face of decline in sales and mounting operating costs seem unsurmountable. The task of increasing productivity, driving performance and reviving profitable growth with a simple-to-use, faster, and tailored enterprise resource planning (ERP) solution is more imminent than ever. Broadening and deepening insight into business operations and complying with financial reporting requirements are yet other needs to be met by these solutions.

FinTrak ERMS Software is an ERP solution which gives organizations control cum visibility into business processes, and the ability to make smart and swift decisions that truly drives performance, impact on margins and increase business growth.





FINTRAK ENTERPRISE RESOURCE MANAGEMENT SYSTEM (ERMS)

FinTrak ® ERMS is a cost-effective system that streamlines organizations resources, services and asset requisition, approval, communications, processes, and continuous process improvement management for activities Turn Around Time (TAT), budget enforcement and facilitates integration of various processes and information across the organization.

One of the ways organizations improve profitability is to effectively control its costs while achieving optimum operational efficiency. Generally, FinTrak Enterprise Resource Management System enables organizations to effectively manage their business support resources and administrative processes in paperless and cost efficient manner delivered mainly by improved turnaround time, significant automation of manual intensive processes and proactive budget enforcement.

The platform delivers effective policy enforcement in resource management process through Enterprise Mobile Approval System process execution. In a workflow process, it also aids regulatory compliance; especially on Property Plant and Equipment Management and Reporting. The Platform is IFRS Complaint and effectively interfaces with existing applications in clients' premises.





FIXED ASSETS MANAGEMENT SYSTEM

(With budget enforcement capability)

This module will enable organizations efficiently allocate, administer, track and transfer all its fixed asset items enterprise wide.

- Flexible depreciation rate maintenance
- Interfaces seamlessly with Core Business Application for electronic accounting entries.
- Comprehensive Fixed Assets IFRS Compliant reports
- Extra budgetary approval processes for unbudgeted requisitions.
- E-Auction and Bidding for Assets Disposal
- Tracking Turn Around Time (TAT) for requisition.

FLEET MANAGEMENT SYSTEM

This module presents a platform that extends the Fixed Assets management system to more intensive focus on the administrative and accounting processes involved on certain fixed assets classes like cars, generators, Photocopiers etc.

- Electronic Monitoring & Email Alerts on maintenance schedules
- Excellently integrated to satellite controlled tracking devices
- Cost to impact on cost code at the point of issuance of fuel order
- Dynamic reporting of historical costs
- Tracking Turn Around Time (TAT) for fuel, maintenance request.

KEY BENEFITS

EFFICIENCY IN PROCESSES

- The solution eliminates labour-intensive manual processes and duplication of efforts.
- It makes data collection easier and more efficient
- More efficient use of human resource as they will have more time to focus on creating value for the organization.



RECEIPT AND PAYMENTS MODULE

This module removes manually intensive processes of raising paper based requisitions for capital expenditure and operational expenditures (OPEX) and bureaucratic process of securing approvals from desk to desk.

- FinTrak Receipt and Payments Module provides integrated document management system along with electronic approval process to effectively deliver online real time expense processing, approval, accounting and posting into the organization's business application in a controlled and effective manner with capability to enforce organization's budget in the process.

PREPAYMENT MANAGEMENT, AMORTIZATION, REPORTING & LEAD SCHEDULE

All expenditure whose benefits covers a period of more than one month in the operating expenditure processing are posted to Prepayment account while the system manages its amortization on monthly basis as these benefits are enjoyed over the period they cover. Advance Payment against Purchase orders relating to fixed assets, inventory, service orders etc...

- Payments against invoices/Goods Received Notes for fixed assets, inventory and service transactions
- Email trigger for longstanding items queued for payment in the module to all stakeholders.
- Payment notifications to vendors and copies of notifications sent to Procurement , Payments Services, Legal etc
- Prepayment amortization & Prepayment Schedule generation

KEY BENEFITS

EASIER REPORTING

- This application delivers improved and more customizable reporting capabilities to be better equipped to respond to complex requests for data.
- Users are able to run their own reports and are able to have better access to their data and the ability to manipulate and report on the data.
- Enhanced approval system across the organization.
Mobile approvals for busy executives to make approvals on the go.



SERVICE PROCESSING MODULE

This module enables organizations cater for requisitions for maintenance services and other related requests from departments and units across the enterprise.

- Automated requisition, RFQ and bidding processes.
- It is capable of reviewing and deduction of cost of penalties from past periods at confirmation of service provided and payment.
- This system is able to generate reports/schedule of amount payable, reports for specific vendor and consolidated reports.

CASH ADVANCES & RETIREMENT

Organizations are able to effectively manage and enforce policies on cash advances, requisition, approvals and retirements including direct debit from staff salary where policy due date is exceeded without authority.

- Policy Enforcement (e.g. staff with overdue advances electronically debited for those advances forced retirement)
- Flexibility to allow for policy override on specific outstanding advances and Policy exception logging
- Electronic accounting for advances, retirement and reports

KEY BENEFITS

INTEGRATED, CONSISTENT INFORMATION

- A major benefit of the platform will be: replacing multiple, disconnected databases with a single integrated system.
- It Integrates different systems and data sources and provides easier integration and interfacing to internal and external entities.





ACCOUNT RECEIVABLES/ACCOUNT PAYABLE, ADVANCE PAYMENT

The organizations are able to manage their financial commitments to Contractors and generate statement of account for each contractor; and can electronically determine outstanding obligations in payment process thus reducing chances of fraud and errors in payment process.

- Immediate registration of incoming invoices
- Tracking & Authorization of incoming invoices
- Entry of order-based and sundry invoices
- Automatic matching of invoices with receipts
- Separate procedure for approval of invoices that exceeded the user tolerances

PROCUREMENT, LPO PROCESSING MODULE

Pre-defined asset categories or template will be made available to guide you in supplying the data in the required format; Furthermore, we would require the workflow of the processes involved to be documented in a process flow diagram, and a template will be provided to guide you on this.

- Ability to capture market intelligence price where necessary and show alongside Fixed asset price in internal reports
- Ability to Integrate with Client Budget system (if any)
- Ability to attach additional documents for all requisitions and approvals
- Automated and customizable LPO for Finished goods and commodities
- Vendors classified as thus in vendor management module and customizable RFQ

KEY BENEFITS

SCALABLE AND USER FRIENDLY

- The FinTrak ERMS platform provides easier access to information and is simple to use with a friendly interface.
- Start with what you need now; adapt and scale your solution and additional functionality according to your business needs.
- Improved communication between the head office and branch offices thereby promoting more collaboration.



CONTRACTORS/ VENDORS MANAGEMENT

Organizations are able to better manage contractors and appropriately rate and engage them in asset and service procurement processes

- Contact Management
- Customer Database
- Vendors Qualification
- Supplier Qualification
- Supplier Risk Management
- Vendor Performance Rating

PROVISIONS AND ACCRUALS MANAGEMENT

It enables organizations to better handle non-recurring payments and amortize their costs in line with standard accounting principles. All approval processes for these transactions are capable of being automated in line with organizational policies.

- Accrual requisition
- Accrual approval
- Accrual posting to General Ledger
- Accrual utilization through payment

KEY BENEFITS

ACCESS TO DATA

- Increased self-service for data needs and eliminates bureaucracy by providing branches direct access.
- Real time, better access to information and decision making.



TRAVELS & TOURS MANAGEMENT MODULE

The module enables organizations manage travel requests, approval, processing and flight details and payment of *per diem* attributable to these trips in line with organizational policies.

- Reservation Systems (group booking system & event housing reservation).
- System to manage air, car, hotel, cruise and travel activities.

HUMAN RESOURCE MANAGEMENT SYSTEM

The FinTrak Human Resource Management System is a key enabler of business process improvement. From recruiting and managing talent, to accurately forecasting future workforce needs, hence adding value to organizations.

SubModules include:

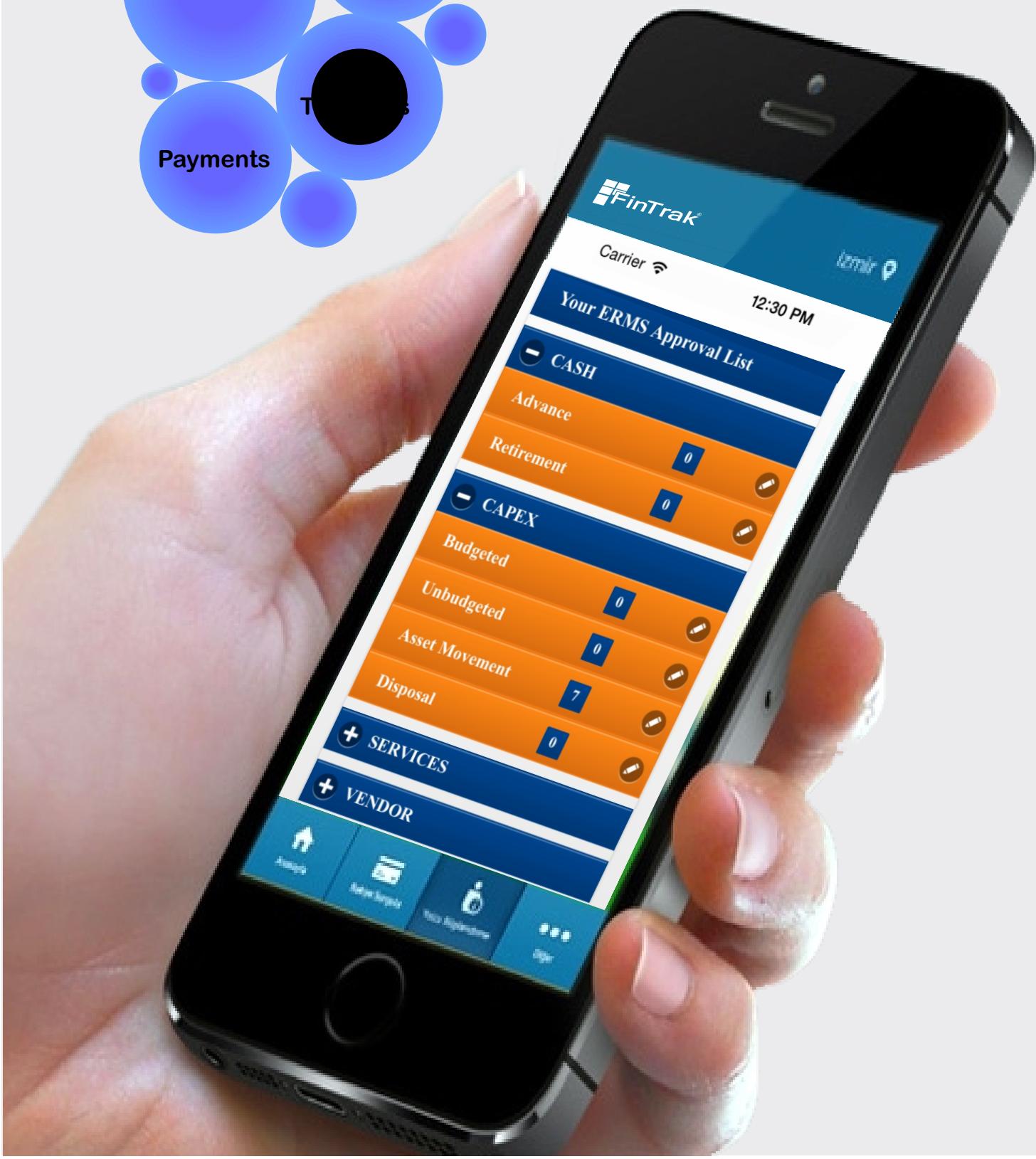
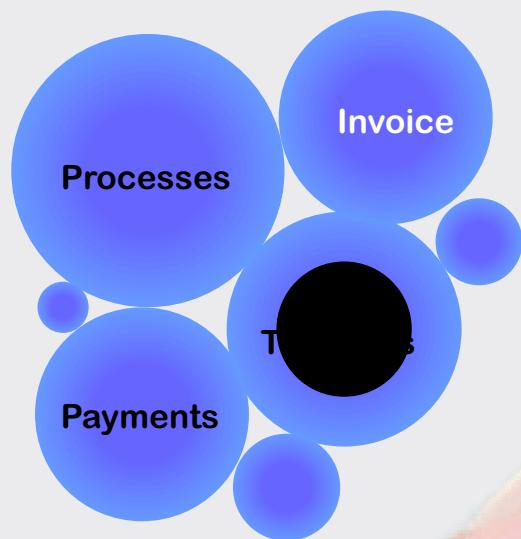
- Recruitment Management
- Payroll
- Employee Self Service
- Personnel Management System
- Leave Management System
- Loan Management
- Appraisal Management
- Learning Management System
- Personnel reports

KEY BENEFITS

IMPROVED BEST PRACTICE COMPLIANCE, BETTER SUPPLIER MANAGEMENT, AND COST REDUCTION

- Global, automated, processes incorporating best practice and eliminating unnecessary activities.
- E-enabled relationship with suppliers, speeds procurement cycle times and facilitates supplier performance improvements.
- Greater data accuracy minimizes ordering inaccuracies and provides the essential foundation for better management through measurement and analysis.

MOBILE APPROVAL





FinTrak ...Power to deliver

For more information or to discuss your Enterprise Resource Planning Solution plans, or other applications please contact:

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