



# OFFICE BUILDING FULL ASSET COUNT

**Case Study:** Fixed Asset Count – Professional Services Firm

A professional services firm required the support of RGIS to complete **full asset counts** within two main office buildings

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## Case Study: Fixed Asset Services – Professional Services Firm

A professional financial services firm which is focused on delivering specialist solutions to complex, diverse and growing organisations, needed to have an independent, accurate impartial asset count completed.

### REQUIREMENT

The professional services firm partnered with RGIS to understand what assets they had in two main office buildings, to enable them to **update the asset register**. The customer needed the following:

- **Accurate audit** conducted in a professional way
- To have all **assets tagged with a unique identifier**
- Understand the **location of assets**

### SOLUTION

RGIS worked with the professional services firm to complete a **full asset count**, RGIS implemented the following:

- A team of two **experienced auditors** were sent to **prepare for the asset audit** in both the firm's offices
- Every asset was **tagged** using a **unique tag number**
- RGIS captured all the relevant information associated to that unique tag number, including a **product description, serial number** and **colour**
- Each asset was recorded on a **spreadsheet** in the **bespoke format** requested by the firm, and all data was sent back to them

### RESULTS

The professional services firm found partnering with RGIS meant the **time, effort and cost of over ordering assets had been eliminated**.

- The data was in a format requested by the firm, so the customer could add to and amend to the existing **asset register**
- The **location of all the fixed assets** was now available to the professional services firm, not only the quantity, so they can now **move assets** between buildings rather than ordering additional items

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RGIS\_CS\_0029\_01

Asset Tagging



Location Mapping



Accurate Data



Utilising Existing Assets



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