

Software Services for Non-Profit Organizations

Services Overview Document



About us

Pozitif Tek is part of Sanarise Limited Şirketi, specialized in providing services for the non profit organizations in Turkey and MENA region. With more than 10 years of experience Our company is lead by youth mentality and decent professional manners with deep experience in the Humanitarian Sector.

Our company works in the following three fields:

- Donation Systems and Websites,
- ERP Systems (Accounting, HR, Procurment, Project Management, Fleet, Warehouse Management, MEAL, and more).
- eLearning/eTraining Solutions.



Vision

"Redefining NGO tech landscapes: Where innovation meets purpose."

Mission

"Empowering NGOs through technology, driving change where it matters most."

Sanarise is registered in Turkey and located in Istanbul city. Proud member of the TIM (Türkiye İhracatçılar Meclisi) for exporting services from Turkey and Istanbul Chamber of commerce.



ERP Services

Information technology services are the cornerstone for the progress of the NGO's activity because of the facilities it offers that allow Humanitarian Workers focus on quality and enhance their beneficiaries services.



Procurement

Manage Procurement Requests, Tenders, POs, RFQs, Approvals...



Accounting

Chart of accounts, billing, expenses, budgets, analytical accounts, documents, and digital signatures...



Human Resources

Data management, time off, recruiting, timesheets, payrolls, and shared calendar...



Project Management & MEAL

Project profiles, reports, tasks management, budget, donors management, MEAL activities, MEAL reports.



Warehouse

Warehouse organization systems, production lines, procurement, maintenance, and quality control.

Sanarise is the official partner in Turkey for the Odoo ERP System.





Procurement

Our solution automate the whole Supply Chain process from the Procurement Request until Closing and Evaluation

Supplier Management

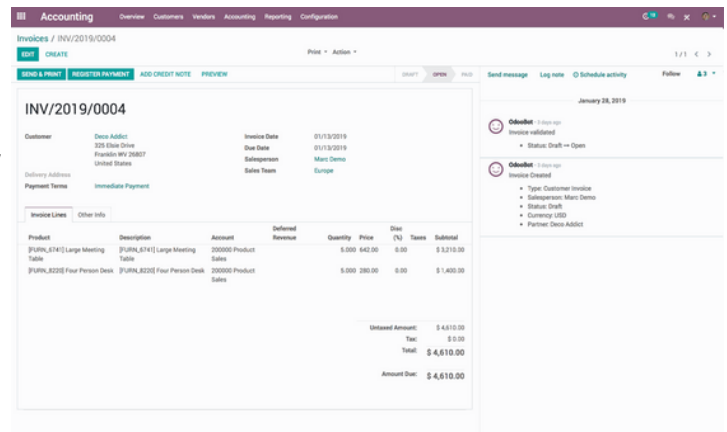
Odoo allows NGOs to maintain a detailed record of suppliers, ensuring quick and informed decision-making when selecting the best suppliers for specific requirements. This facilitates efficient procurement based on quality, pricing, or past performance

Purchase Orders

The platform streamlines the creation, modification, and tracking of purchase orders. This ensures that NGOs can place timely orders, track deliveries, and manage receipts seamlessly.

Integrated Document Management

Procurement often requires various documentations – from supplier quotations to delivery slips. Odoo's integrated document management system keeps all these documents in one place, making them easily accessible and organized.





Budgeting and Cost Control

NGOs often operate on tight budgets. With Odoo, they can track each procurement transaction against its budget allocation, ensuring financial discipline and avoiding overspending.

Analytics & Reporting

The ERP provides detailed analytical tools and reports, offering insights into procurement trends, supplier performances, and expense tracking. This aids NGOs in refining their procurement strategies over time.

Reference	Vendor	Company	Purchase Representative	Order Deadline	Next Activity	Source Document	Total	Status
P00022	Azure Interior	My Company (San Francisco)	Mitchell Admin				\$ 657.50	Purchase Order
P00021	Azure Interior	My Company (San Francisco)	Mitchell Admin				\$ 657.50	Purchase Order
P00020	Azure Interior	My Company (San Francisco)	Mitchell Admin				\$ 12.50	Purchase Order
P00019	Azure Interior	My Company (San Francisco)	Mitchell Admin				\$ 0.32	Purchase Order
P00018	Azure Interior, Nicole Ford	My Company (San Francisco)				S00050	\$ 2.00	Purchase Order
P00017	Azure Interior	My Company (San Francisco)	Mitchell Admin				\$ 86.25	Purchase Order
P00016	Azure Interior	My Company (San Francisco)	Mitchell Admin				\$ 430,500.00	Purchase Order

Empowering
NGOs with
Tomorrow's
Technology,
Today.



Accounting

With Pozitif Tek, your NGO accounting and financial affairs will be done correctly so that you can do more in less time and with high accuracy through our highly efficient software solutions.

The screenshot displays the 'Accounting' module interface. At the top, there are navigation tabs: Overview, Customers, Vendors, Accounting, Reporting, and Configuration. The main header shows 'Invoices / INV/2019/0004' with buttons for 'EDIT' and 'CREATE'. Below this, there are action buttons: 'SEND & PRINT', 'REGISTER PAYMENT', 'ADD CREDIT NOTE', 'PREVIEW', 'DRAFT', 'OPEN', and 'PAID'. A right sidebar contains 'Send message', 'Log note', 'Schedule activity', and 'Follow' options. The main content area shows invoice details for 'INV/2019/0004' dated January 28, 2019. The customer is 'Deco Addict' with address '325 Elsie Drive, Franklin WV 26807, United States'. Invoice date and due date are both 01/13/2019. Salesperson is 'Marc Demo' and Sales Team is 'Europe'. Payment terms are 'Immediate Payment'. The 'Invoice Lines' table lists two items: 'Large Meeting Table' (quantity 5, price 642.00, subtotal \$3,210.00) and 'Four Person Desk' (quantity 5, price 280.00, subtotal \$1,400.00). A summary at the bottom right shows 'Untaxed Amount: \$ 4,610.00', 'Tax: \$ 0.00', 'Total: \$ 4,610.00', and 'Amount Due: \$ 4,610.00'. A right sidebar shows activity logs from 'Odoobot' with messages like 'Invoice validated' and 'Invoice Created'.

Manage Bills & Expenses

Control supplier invoices and get a clear forecast of your future bills to pay.

Easy Reconciliation

Save time and automate 95% of reconciliation with our smart reconciliation tool

Bank Synchronization

Get your bank statements synced with your bank automatically, or import files.

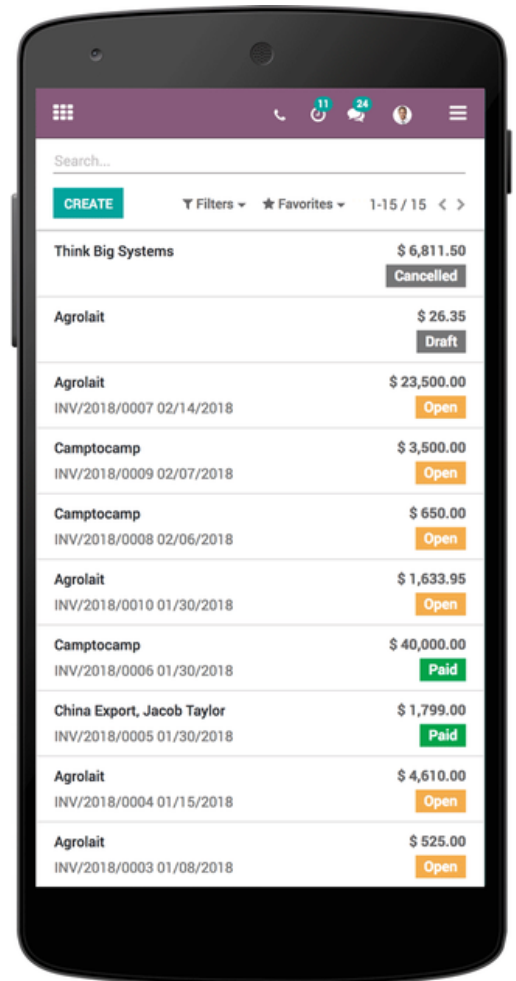
Analytical Accounts

Create analytical accounts for better reporting across projects and funds.

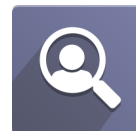


General Features:

- Mobile friendly
- A user account for each employee with different permissions.
- Manage vendors bills
- Easily produce statements and reports.
- Manage expenses based on projects, teams or items.
- Electronic signature of employees according to their roles.
- The ability to communicate and share data with our other apps.
- Budget Management.
- Assets Management.
- Easy Auditing with special Users for external NGO auditors.



**Crafting Tech
Solutions
with NGO
Missions at
Heart.**



Human Resources

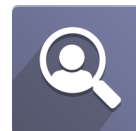
Our software solutions at Pozitif Tek offers All-in-One software that makes automating and managing human resources easy and efficient at the same time.

The screenshot displays the 'Employees' management interface. At the top, there is a navigation bar with tabs for 'Employees', 'Contracts', 'Challenges', 'Departments', and 'Configuration'. The main area shows a list of 12 employees in a grid format. Each employee card includes a profile picture, name, title, roles, address, email, phone number, and a 'FOLLOWING' status. The interface also features a search bar, filter options, and a '1-24 / 24' pagination indicator.

Name	Title	Roles	Address	Email	Phone	Status
Antoine Langlais	Chief Technical Officer	Trainer, Employee	Building 1, Second Floor	antoine@odoo.com	+3281813700	FOLLOWING
Ashley Presley	Human Resources Manager	Employee	Building 1, Second Floor	ashley@odoo.com	+3281813700	FOLLOWING
David Samson	Experienced Developer	Employee	Building 1, Second Floor	david@odoo.com	+3281813700	FOLLOWING
Demo User	Experienced Developer	Employee	Building 1, Second Floor	demo@yourcompany.example.com	+3281813700	FOLLOWING
Famke Janssens	Marketing and Community Manager	Sales, Employee	Building 1, Second Floor	famke@odoo.com	+3281813700	FOLLOWING
Hans Anders	Experienced Developer		Building 1, Second Floor		+3282823500	FOLLOWING
Jack Macklin	Experienced Developer	Employee	Building 1, Second Floor	jack@odoo.com	+3281813700	FOLLOWING
Jan Van Eyck	Experienced Developer		Building 1, Second Floor	jve@odoo.com	+3282823500	FOLLOWING
Jean-Pierre Carnaud	Consultant		Building 1, Second Floor	jep@odoo.com	+3282823500	FOLLOWING
Jimmy Kosikin	Consultant	Employee, Consultant	Building 1, Second Floor	jimmy@odoo.com	+3281813700	FOLLOWING
John Doe	Marketing and Community Manager		Building 1, Second Floor	jod@odoo.com	+3282823500	FOLLOWING
John Smith	Experienced Developer	Employee	Building 1, Second Floor	john@odoo.com	+3281813700 +32485671630	FOLLOWING

The software includes many features, the most important of which are:

- Personnel data management
- Central shared calendar
- Digitally organize the process of time-off and vacations
- Timesheets and Payrolls.
- Employee evaluation and performance tracking
- Manage Employees Contracts.



Recruitment Management

Pozitif Tek's Recruitment solution, powered by Odoo, revolutionizes the hiring process. Seamlessly integrating with job boards and social media, it offers a streamlined recruitment workflow, from job posting to applicant tracking. The intuitive dashboard provides real-time insights, ensuring HR teams secure the right talent quickly and efficiently.

First Interview	Initial Qualification	Second Interview	
Joren Jacob Human Resources M ● Reserve ★☆☆☆🕒	Johan Duck Experienced Developer ● IT 📞 8955545 ★★★★☆🕒	Hubert Blank Marketing and Community Manager ● Manager ★★★★☆🕒	0 👤
David Armstrong Human Resources M ● Reserve ★☆☆☆🕒	Meldona Thang Marketing and Community ● Sales 📞 998655451 ★☆☆☆🕒	Jose Trainee ● IT ☆☆☆☆🕒	1 👤
David Billy Consultant ● IT 📞 9988774455 ★★★☆☆🕒	Enrique Jones Marketing and Community ● Sales 📞 9963214587 ★☆☆☆🕒	Ohen Rizome Experienced Developer ● IT 📞 654687987654 ★☆☆☆🕒	0 👤
Cécile Donth Experienced Develop ● IT 📞 98765411 ☆☆☆☆🕒	Yin Lee Marketing and Community ● Manager ☆☆☆☆🕒	Kelly Wallant Experienced Developer ● IT 📞 879895515 ☆☆☆☆🕒	0 👤

Elevate Your
NGO's Impact.



Project Management & MEAL

Project profiles, reports, tasks management, budget, donors management, MEAL activities, MEAL reports.

<input type="checkbox"/>	Title	Project	Planned Hours	Hours Spent	Remaining Hours	Progress	Stage
<input type="checkbox"/>	Filter replacement	Field Service	01:00	00:45	00:15	<div style="width: 75%;"></div>	75% Done
<input type="checkbox"/>	Bathroom ventilation	Field Service	01:30	01:30	00:00	<div style="width: 100%;"></div>	100% Done
<input type="checkbox"/>	Water Heater	Field Service	02:00	02:00	00:00	<div style="width: 100%;"></div>	100% New
<input type="checkbox"/>	Fix sink	Field Service	02:30	02:15	00:15	<div style="width: 90%;"></div>	90% Done
<input type="checkbox"/>	3-port Valve replacement	Field Service	05:00	03:00	02:00	<div style="width: 60%;"></div>	60% Done
<input type="checkbox"/>	Noise Reduction	Office Design	10:00	02:00	08:00	<div style="width: 20%;"></div>	20% Done
<input type="checkbox"/>	Install air extractor	Field Service	10:00	05:45	04:15	<div style="width: 58%;"></div>	58% New
<input type="checkbox"/>	Two radiators installation	Field Service	12:00	05:00	07:00	<div style="width: 42%;"></div>	42% Done
<input type="checkbox"/>	Energy Certificate	Office Design	15:00	50:00	-35:00	<div style="width: 100%;"></div>	100% Done
<input type="checkbox"/>	User interface improvements	Research & Development	16:00	37:00	-21:00	<div style="width: 100%;"></div>	100% Done
<input type="checkbox"/>	Room 2: Decoration	Office Design	24:00	41:00	-17:00	<div style="width: 100%;"></div>	100% Done
<input type="checkbox"/>	Planning and budget	Research & Development	40:00	44:00	-04:00	<div style="width: 100%;"></div>	100% Done
<input type="checkbox"/>	Room 1: Decoration	Office Design	76:00	41:00	35:00	<div style="width: 54%;"></div>	54% In Progress

Pozitif Tek's Project Management solution, powered by Odoo, provides a comprehensive toolkit for NGO endeavors. Users can craft detailed project profiles, generate insightful reports, and effectively manage tasks. Crucially, our system accommodates budget oversight, donor management, and MEAL activities. With integrated MEAL reporting, organizations can maintain a keen pulse on project impacts and outcomes.



Warehouse

Maximize your warehouse efficiency with our modern online warehouse management software.

The screenshot displays the 'Inventory' module of the software, specifically the 'Internal Transfers' section. The interface includes a navigation menu, a search bar, and a table of transfer records. The table columns are: Reference, Destination Location, Partner, Scheduled Date, Source Document, Back Order of, Status, and Batch Picking. The records show various transfer types such as Picking, Stock, and Quality Control, with different statuses like Draft, Cancelled, and Ready.

<input type="checkbox"/>	Reference	Destination Location	Partner	Scheduled Date	Source Document	Back Order of	Status	Batch Picking
<input type="checkbox"/>	Picking #1	WH/Output		02/01/2018 09:22:34			Draft	BATCH/00002
<input type="checkbox"/>	Picking #3	WH/Output		02/01/2018 09:22:34			Draft	BATCH/00001
<input type="checkbox"/>	Picking #2	WH/Output		02/01/2018 09:22:34			Draft	BATCH/00002
<input type="checkbox"/>	WH/INT/00003	WH/Stock	Agrolait	02/01/2018 10:42:44	S0102		Cancelled	
<input type="checkbox"/>	WH/INT/00002	WH/Quality Control	Agrolait	02/01/2018 10:42:44	S0102		Cancelled	
<input type="checkbox"/>	WH/INT/00004	WH/Quality Control		02/05/2018 09:27:40	P000031		Waiting Another Operation	
<input type="checkbox"/>	WH/INT/00005	WH/Stock		02/05/2018 09:27:40	P000031		Waiting Another Operation	
<input type="checkbox"/>	WH/INT/00007	WH/Stock		02/01/2018 10:42:44			Waiting Another Operation	
<input type="checkbox"/>	WH/INT/00006	WH/Quality Control		02/01/2018 10:42:44			Waiting Another Operation	
<input type="checkbox"/>	WH/INT/00011	WH/Stock		02/01/2018 12:31:33	P000055		Waiting Another Operation	
<input type="checkbox"/>	WH/INT/00010	WH/Quality Control		02/01/2018 12:31:33	P000055		Ready	

Our system contains many features to facilitate the management of large warehouses, such as generating and managing barcodes and communicating with different barcode readers. Navigating between warehouses, generating reports, and timely and highly accurate inventory alerts. In addition to this, it provides other software with necessary information, such as accounting, or the Project Management system.

**Beyond
Software:
Crafting
Solutions,
Amplifying
Impact.**

More Solutions

At Pozitif Tek, we recognize that each NGO is unique, with distinct challenges and needs. Leveraging our deep expertise with the Odoo platform, we provide an unparalleled customization service, ensuring that Odoo's powerful suite is fine-tuned to meet the specific demands of the NGO sector.

From workflow adjustments to specialized modules, we engineer solutions that resonate with your mission, amplifying efficiency and impact. With Pozitif Tek, NGOs can harness the full potential of Odoo, reshaped precisely for their vision and operational intricacies.

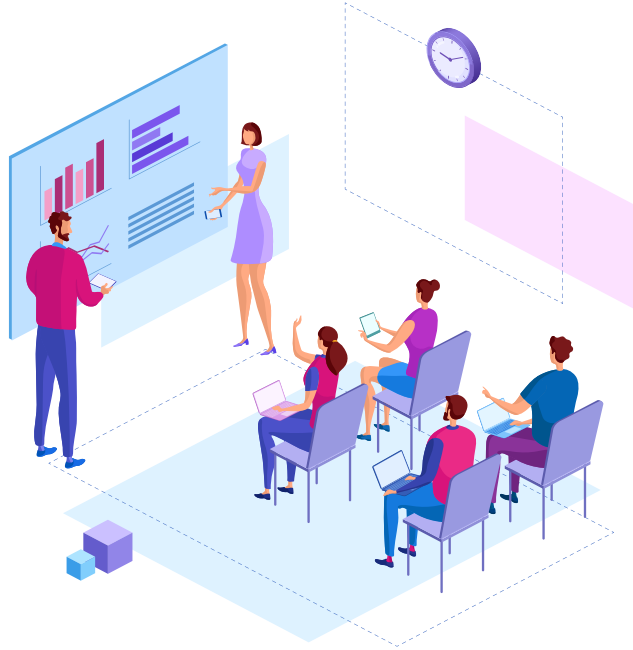
More Solutions by Pozitif Tek:

- **Grants management**
- **Beneficiaries Information management**
- **Aid distribution**
- **Medical services management**
- **Donations management**

**Made for
NGOs**

Training Service

Our commitment at Pozitif Tek is to ensure our clients harness the full potential of the Odoo platform. To make this happen, we've crafted a comprehensive training service that caters to diverse learning preferences and organizational needs.



One-to-One Sessions:

We understand the value of personalized attention. Our one-to-one training sessions are tailored to address specific queries and challenges, ensuring individual learners get the insights they need most.

On-Premise Training:

For organizations looking for a hands-on and immersive experience, our on-premise training is ideal. Conducted at your location across Turkiye, this option facilitates direct interaction, allowing teams to learn in a familiar environment.

Online Training:

Recognizing the importance of flexibility in today's dynamic world, our online courses offer a blend of convenience and comprehensive content. Learn at your own pace, wherever you are, with the guidance of our expert trainers.

Our Clients

In the following area partial of the organizations that we've worked* with



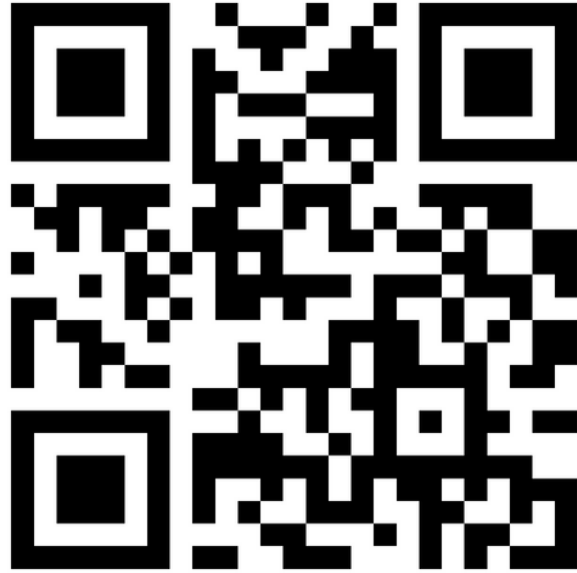
ICRC

*Under the name of Pozitif Tek, Sanarise, or Waleed Chayeb Consultancy.



Empower, Enhance, Evolve: The Pozitif Tek Commitment

We believe in a future where technology isn't just a tool, but a catalyst for change in the NGO sector. Our vision encompasses a world where NGOs are equipped with cutting-edge, accessible, and tailored solutions, allowing them to excel in their missions.



Contact us

CEVIZLI MAH. TUGAY YOLU CAD. OFISIM ISTANBUL
NO: 20 B, NO: 28, 34846 Maltepe/İstanbul

www.pozitiftek.com

info@pozitiftek.com

+90 552 879 45 29 (Türkçe)

+90 552 809 65 29 (English)

