

ASTEYA SERVICES

COMPANY PROFILE

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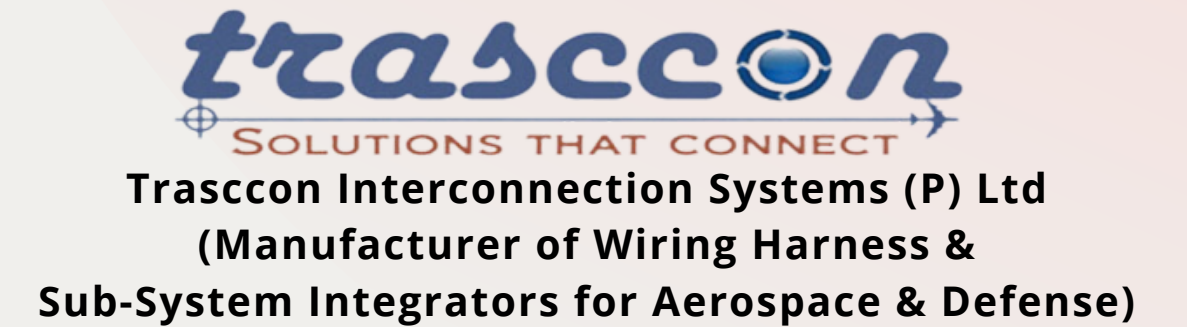
A SURYOJASVI GROUP COMPANY



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www.asteyaservices.com

Suryojasvi Group Of Companies



About Asteya

We Help NGOs To Become Better, Stronger & Bigger. By assisting on their **non-core** responsibilities like Compliance, Human Resources, Finance, Accounts, Marketing and More... so they can concentrate on their **core responsibilities** towards **social services**.



NGOs Problems

- **Small, Medium & Rural NGOs struggle to keep pace with the changing compliance landscape.**

We ensure NGOs stay updated with the latest compliance requirements, keeping our clients compliant and worry-free.

- **Donors expect NGOs to uphold high standards of governance, reporting, and compliance to secure CSR support.**

We leverage 205 standard evaluation parameters recognized by donors and the government to assess and enhance NGO credibility.

- **How We Help NGOs To Become Better, Stronger & Bigger.**

205 Parameters Check of all 8 Dimensions, Advanced Technology, Automation, Continuous Improvement and Donor Due Diligence Support.

Vision

To empower 1000 NGOs to enhance the lives of 100 million (10 Crores) beneficiaries in India.

Mission

To help NGOs become better, stronger, and bigger.

Our Leadership

Guided by Industry Veterans with Decades of Expertise, Committed to Empowering NGOs through Strategic Support and Innovative Solutions.



CHETAN KHOSLA
CHIEF MANAGING DIRECTOR



MAHIDHAR SASTRY
DIRECTOR (TECHNOLOGY)



VISHWANATH MOSALE
DIRECTOR (FINANCE)



ABHIJITH JOIS
HEAD OF OPERATIONS

ASTEYA SERVICES

75+

Serving NGOs

300+

Donor Program Supported

36,00,000+

Total Beneficiary

88,00,00,000+

Budget Under Management

COMPANY PROFILE

Asteya Programs is designed to make NGOs more efficient and effective by taking over their non-domain responsibilities. Our goal is to reduce the burden of administrative tasks so that NGOs can focus on their core programs and services.

**Stay
relieved.
Never stop
helping.**



Our Service

We offer a range of services designed to alleviate the administrative and operational burdens of NGOs.

Finance & Accounting

Accounting and bookkeeping, financial reporting, and budget planning.



Compliance

Legal & regulatory compliance, policy formulation, governance support.



Human Resources

Payroll Processing, policies, process setup, employee data management.



Marketing

Social media management, engaging content creation, and effective public relations.



Tally Management: Asteya uses Tally accounting software for precise tracking of financial transactions, reducing manual entry errors, and ensuring compliance with statutory requirements.

Budget and Forecast Assistance: Provides support in building budgets and forecasts, helping NGOs plan for future activities and allocate resources efficiently and budget versus actuals.

Audit Support: Offers comprehensive audit support to ensure transparency and accountability, which includes generating necessary reports and maintaining compliance.

Periodic Reconciliation and Financial Reporting: Regular reconciliation and financial inputs for board meetings, aiding in accurate financial analysis and decision-making.

Regular Cash Flow Forecast: Assists NGOs in predicting inflows and outflows of cash to manage liquidity and financial planning effectively.

Regulatory Adherence: Ensures compliance with various laws and regulations, including 12A/80G/FCRA, GST, TAN/PAN, and more.

Registration, Renewals and Filings: Helps NGOs with registration under different acts (PwD, JJ Act, Society & Trust Act, PF, ESI, FCRA, 12A & 80G) and manages annual filings and renewals.

Monthly Compliance Reporting: Provides monthly compliance status reports to keep NGOs updated on their legal and regulatory standings.

Digital Signature Certificate (DSC): Assists in obtaining and managing Digital Signature Certificates, essential for electronic submissions and transactions.

Departmental Query Resolution: Offers support in addressing and resolving queries from various government departments on the services.

Salary Process Management: Maintains an employee database, automates payroll processes, and ensures compliance with statutory deductions and reporting.

Employee Advances & Reimbursements: Manages funds provided to employees for anticipated expenses, ensuring transparency and timely processing.

Training and Development: Provides training for staff on important practices like asset tracking and compliance, enhancing operational efficiency.

Vendor Payment Management: Ensures timely and accurate vendor payments, maintaining strong relationships with suppliers and service providers.

Policy Development: Assists NGOs in developing policies like HR, POSH, CPP and more to improve employee satisfaction and operational control.

Website Design and Maintenance: Showcasing the NGO's work, facilitate donations, and recruit volunteers. Provides ongoing updates and maintenance to ensure optimal performance and relevance.

Social Media Management & Marketing (SMM&M): Creates and manages social media profiles on platforms such as Facebook, Instagram, and LinkedIn. Regularly updates content, and promotes campaigns to raise awareness and support.

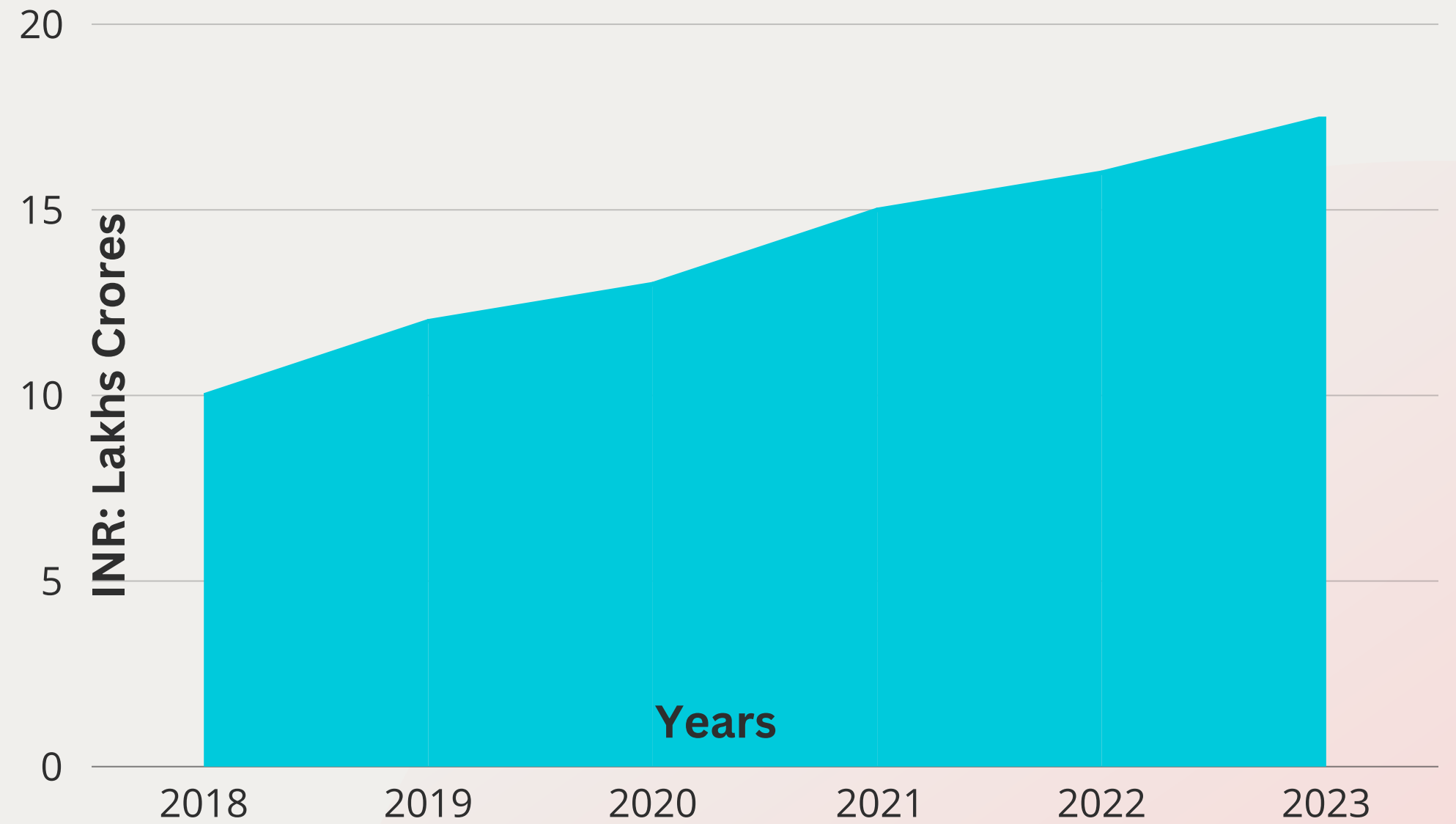
Search Engine Marketing (SEM): Implements strategies to improve online visibility through paid advertising on search engines, enhancing the NGO's reach and attracting potential donors and volunteers.

Content Creation and Branding: Develops compelling content and a strong visual identity, including logos and consistent messaging, to effectively communicate the NGO's mission and values across all marketing channels.

Payment Gateway Integration: Integrates secure and user-friendly payment gateways into the NGO's website to facilitate online donations.

NGO Market Analysis

Growing at 15% annually over the past seven years and are expected to continue at 19% annually until 2026.



Source: [bain.com/insights/india-philanthropy-report-2022/](https://www.bain.com/insights/india-philanthropy-report-2022/)

SAAS Platforms

For Work Flow Management



Be The Change

Why NGOs Should Chose Asteya Services

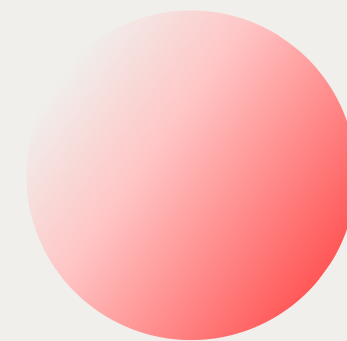
Outsourcing non-core responsibilities allows NGOs to concentrate on their mission, reduce costs, access specialized expertise, and enhance flexibility and compliance. This ensures that they can leverage advanced technology and promote sustainable growth, ultimately empowering them to **HELP SOCIETY without any distractions.**



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Connect With Us!



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