

# KBCGROUP LAUNCH OF BUILDING CONSTRUCTION ANDENERJY MANAGEMENT

*"Partícular yo your projects"…* 

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WE ARE A COMPANY OF SERVICE	B

#### KONU SAYFA **KBCGROUP COMPANY INTRODUCTION** 1 1 2 **CONSTRUCTION SECTOR& TURKEY** 7 **OUR OPERATION PRENCIPLES – Project Methodology** 10 3 OUR WORKSTREAM 24 4 CONSULTANCY SERVICES OF KBCGROUP 29 5 **OPERATIONAL LOGISTIC SERVICES OF KBCGROUP** 6 38 SAMPLE PARTIAL OPERATION- a project **4**6 7 COMMUNICATION 54 8

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### What is the scope of KBC?

KBC is an innovative service company which professionally presents the services that people need in their living spaces under a single roof by the help of its executive team being backed by the experience and background of 20 years with the senses of confidence, quality and responsibility and that generates special solutions peculiar to living space through other life facilitating services, and that makes a difference together with solution partners which are specialists in their fields. *Imagine a service company that;* 

Provides special services for you in terms of any of your trouble regarding cleaning (general cleaning, cleaning after construction, daily cleaning, detailed cleaning) with the manner of private caretaker of your house by paying maximum attention to the hygen rules;

Disinfects or medicate your house in accordance with the hygen rules at certain intervals or whenever you need;

Provides immediate solutions you need during your daily life for all your troubles such as electricity, water, natural gas, air conditioner, white appliances, electrical devices, structural alteration-repair etc;

Supports you when you wish to move your house and performs packaging processes very carefully, and then carries and places your goods, under insurance, to their new places by means of modern transportation means and fulfils the first cleaning of your house and finally delivers your house to you;

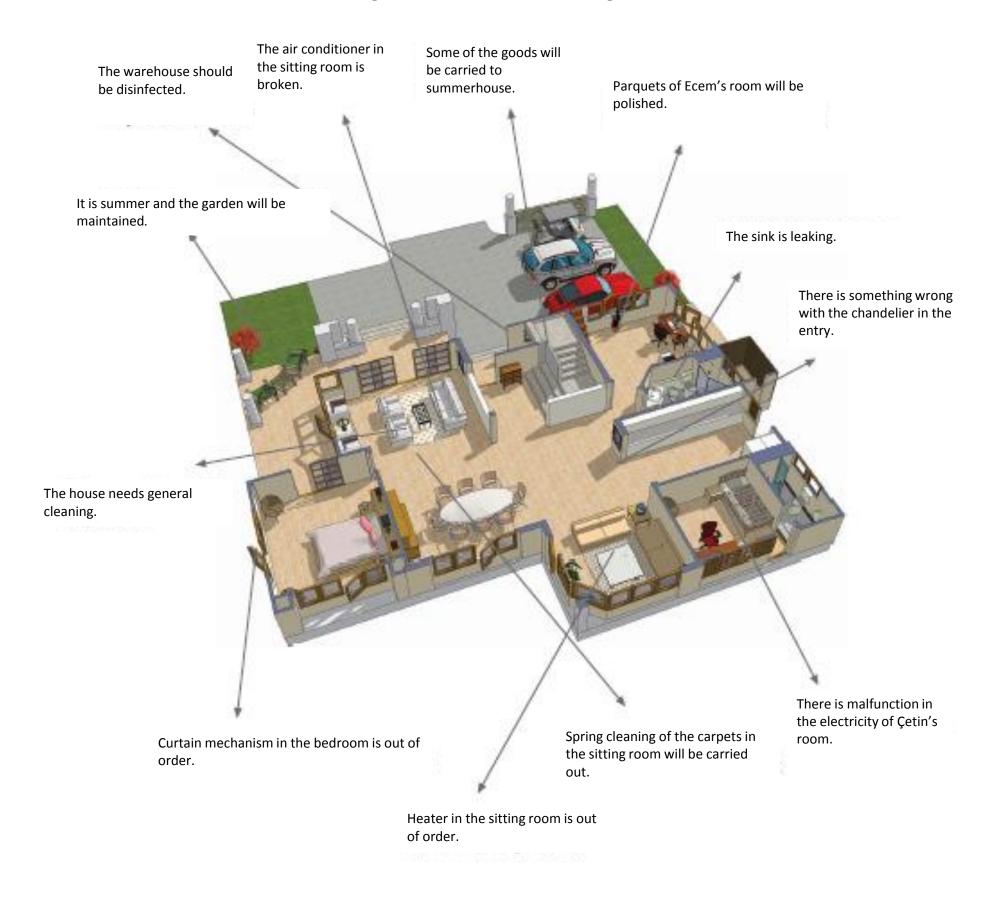
### WHO ARE WE?

Acts by observing the principle that any customer is special for the company and generates services peculiar to customer needs rather than rendering standard service; Does not think that this far, no further and goes on facilitating your life with regards to all issues in your mind by means of solutions that are special for you; Acts with the manner of seriousness and responsibility of an institutional establishment while rendering all these services and has all the competence concerningc onfidence, quality and hygiene for this;

How would it be? That would be excellent, would not it?



### Questions,troubles... Services you need in your living spaces are in a single roof any more.





# MISSION

Our mission is to become the most flawless organization which manages the property, spaces in which human being exists and relationships; and provides the highest mutual benefit; and provides the living spaces with supply service in addition to trying to become the first company coming to the mind andbeing preferred when it comes to the management of the living spaces. Furthermore, our mission is to become a leader company in Turkey and a known and wanted one in the Middle East and Asia when 2023 is reached.

# VISION

Our vision is to facilitate lives of people while generating logistic services by adopting the happiness of human being in the living space as the primary duty and by bringing solutions to the troubles resulting from both natural and artificial reasons in human relations. Besides, our vision is to improve the quality of immovable services in Turkey, and to provide inland and abroad customers with projects and services, benefit maximization and standards of which are high by the help of expert staff and solution partners.





## **OUR PRINCIPLES**

- To give importance to our national resources,
- Mutual trust,
- Justice,
- Unconditional customer **S**atisfaction,
- Continuous development and change,
- To give importance to the intellectual capital,
- Participative management,
- To be outward and to mind communication,
- To care about mergence,
- To add value,
- Consistency and responsibility,
- Transparency.

## **OUR RESPONSIBILITIES**

- We focus on project targets,
- We act as it is our own job,
- We keep ourselves in readiness against any kind of adverse events,
- We realize the traffic of information flow routes,
- Everything is in written,
- We have been gaining experience from each project,
- We attach importance to the formation of institutional memory.



# **OUR INSTITUTIONAL VALUES**

- To settle disputes,
- To become solution oriented,
- To pay attention,
- To make effort,
- To encourage participation and cooperation,
- To earn trust,
- To create mutual trust and respect.



**OUR WORKSTREAMS** 



# FIXED PROPERTY MANAGEMENT

Immovable management is, in essence, theintegrity of "CONSULTANCY AND OPERATIONAL" actions, covering the management, maintenance and control of the immovable (real estate). Immovable is generally described as **fixed property** in literatures. In broad terms, immovable is a legal term including all the inseparably structured constructions such as building etc. on a land. Each piece of field has a peculiar characteristics and values in the local place where it is found and in general. It is apparent that the building (Office, Dwelling, Shopping Mall etc) to be constructed on the field will add a value and bring difference in general endorsement. As it is known, at what rate the endorsement value will be negatively or positively affected is determined by observing **speculative and manipulated movements** in local and general through financial and analysis technical methods. It is obvious that projections of speculations and manipulations over marketing will create decrease or increase in general endorsement value.

Buildings are partially or completely sold to the claimants or rented to them with the aim of providing cash flow. Because **expectations** are purchased, **facts** are sold. In this context, it is essential that "**Consultancy Services**" be taken in order to determine shadow prices **by carrying outBenefit – Cost Analyses, Social and Accuracy Analyses.** 

Our objective is to be your solution partner which, with the principle of **Continuous Development**, renders all services of **"CONSULTANCY-OPERATIOANAL"**, including Contemporary life standards, Up-to-date information and trends on life style and market quotations of future and all legal and market economy based management liabilities that you, property owners, have to fulfil in terms of your fixed properties in accordance with the Turkish Laws, and that provides integrated services together with our project partners by taking financial formations into consideration.



# INVESTOR&UNDERTAKER&MANAGEMENT COMPANY

**On the one hand**, while modern day investors are purchasing their fixed properties, they mind very much that their fixed properties are to keep their values and that future prices of immovable are to be increased through continuous development principles.

**On the other hand**, Builder Companypresents construction projects to customers as **trademark** after completing them in conformity with up-to-date technologies by spending millions of Liras.

At the same time, they, with the consciousness that "**sustainable trademark management**" is of great importance nowadays, set the pace for the projects to be submitted in the future.

Those manufacturing Property and Service are aware that **modern-day consumers have hearts and soul**. That's why, projects appealing to hearts, soul and minds of consumers are being generated.

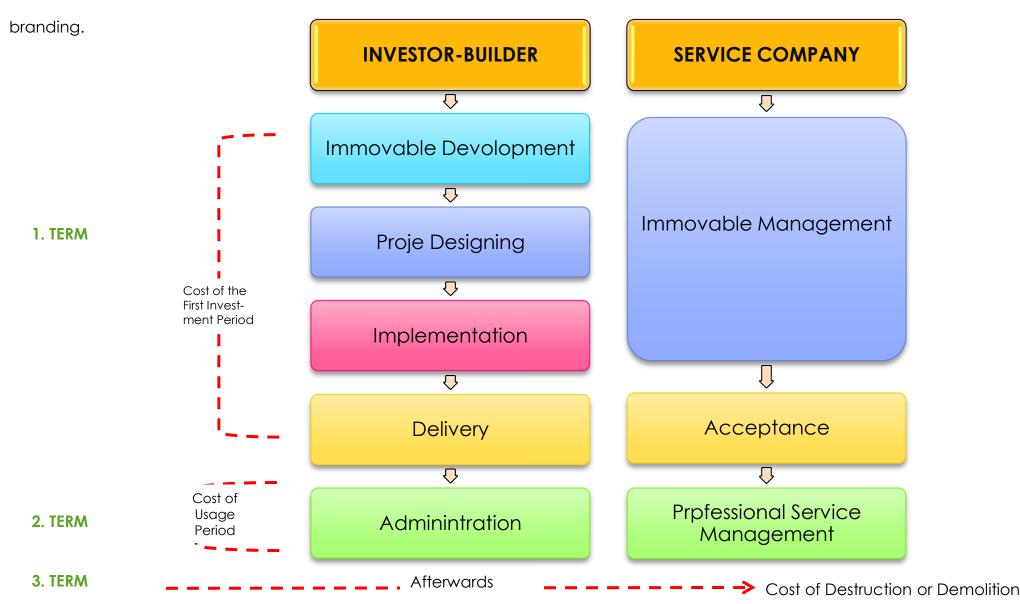
Investment Process is constituted by;1) Cost of Investment Period 2)Cost of Usage Period 3) Cost of Destruction or Demolition.

The management of this process is of great importance with regards to both investors and Builder Company.

On account of all these reasons, builders and investors are in need of property management. As it is known, specializing is crucial so as

to contend in competitive market of modern day. We, as **KBCGROUP**, wish to generate services for the said fields as a **Management** 

Company. We, as KBCGROUP, make sure that we will undertake vital roles in terms of the stage of providing the sustainability of





# SAMPLE PARTIAL OPERATION: A PROJECT



# **KBC GRUP**

Living spaces are projected, generated and purchased. What then? Our mission is to produce logistic services by bringing solutions to troubles resulting from both natural and artificial reasons in property and human relations, adopting happiness of human beings in their living spaces as primary duty. SOLUTION PARTNERSHIP

From this approach forth, we wish to lay profit maximization before and obtain specific results for you by presenting our logistic services, focusing on the requirements of **cleaning**, **security**, **gardening**, **technical and social facilities management** that your living and working spaces need, and on value within the framework of **Building Construction and Energy Management Services Immovable Consultancy of** KBCGROUP by following a competitive policy. We wish to be on your side with our background information and services and be your solution partner with regards to these issues by being aware that rapidity, quality, assurance, control and flexibility form basis for success and satisfaction. From these principles, the services to be rendered for you, dear project partners are as follows:

- IMMOVABLE MANAGEMENT Project Modelling Establishment of Apartment SharingPreparation of Administration Plan Administrative Services Launching
- 2. PROFESSIONAL INTEGRATED BUILDING AND PLANT MANAGEMENT
- 3. OTHER SERVICES



# SAMPLE WORKFLOW-TIME CONSTRUCT

## THOSE WE RENDER BEFORE AND DURING CONSTRUCTION

## Project

Modelling

Establishment of Apartment Sharing

Preparation of Administration Plan

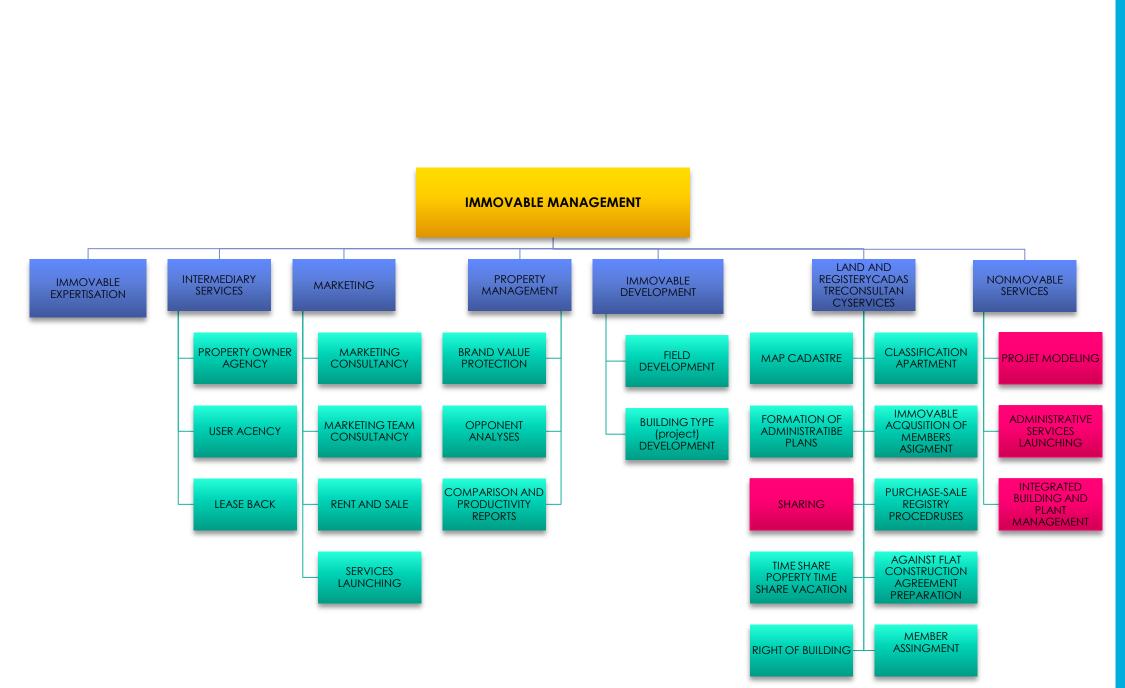
Administrative Services Launching

## THOSE WE RENDER AFTER CONSTRUCTION

Professional Integrated Building-Plant and Energy Management



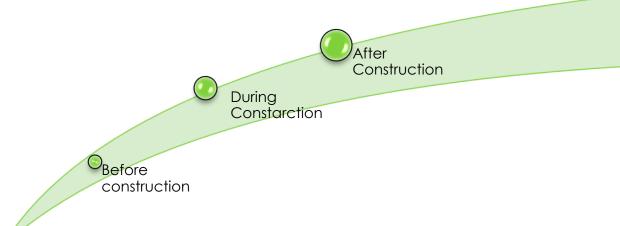
## **SERVICES WE RENDER**





## **PROJECT MODELLING SERVICE**

From the designing stage of intended Living and Working Spaces, we prepare our projects peculiarly for the structure of the project by using the Project Methodology in accordance with our works, having the aim of extending lives of buildings and plants, and our targets about producing **efficient and affordable** services with the principle of **continuous development**. Our Project Modelling Study includes three main processes each of which is to be executed coordinately within the planning process to be arranged:



These three processes will have a constant relation and be involved an interaction witheach other. Starting from the process of before construction, we are intending to avoid negative process disagreements in order to achieve our Macro objectives together with our Project Partners.

## Macro Services to Be Taken As A Result of Project Modelling Method

- Preparation of organization schemes subject to the staff to give service just before and after the living starts in the project.
- Preparation of Management and Investment Projects following the preparation of the Administration Plan peculiar to the Project in the legal scope set forth by the Property Ownership Law, with no. 634, and determination of the fees of Independent Areas accordingly.
- Determination of practices and actions out of practice in the process of professional management.
- Preparation of Leaflet of Guide of Livingin the Site
- Formation of provisional Site Management.





# **ADMINISTRATIVE SERVICES LAUNCHING**

It is visual and verbal launching presentation of professional management services which we believe that they have an important role in enabling the sustainability of the trademark, which we render to the investor in the show room through our specialized staff just at the stage of IMMOVABLE MARKETING. In order to secure product difference according to the opponent companies at the stage of immovable marketing, visual and verbal presentations and launch of **Professional Management Services** to be rendered during and after the delivery when the living starts in the living spaces are unique **Research-Development** services of **Know-How** of our company.

## **OUR SOME ACTIVITIES CONCERNING ADMINISTRATIVE SERVICE LAUNCHING**

Visual presentations are carried out. A consultant is kept in Show Room on days when marketing actions are intense Brochure is prepared. Contact meetings are organized.



## FORMATION OF GENERAL, LEGALAND FINANCIAL INFRASTRUCTURE OF IMMOVABLE

Planning general legal and financial infrastructure of immovable at the stage of commencement prior to the construction and management of the process wellwill arise satisfaction among all partners





• Making agreement of against flat

ProjectModelling

•Management of the process

#### BUILDER COMPANY& FIELD OWNER

•Endorsement calculation of main building together with main immovable

#### BUILDER COMPANY& FIELD OWNER

• Formation of **Management Plan** peculiar to the Project in accordance with the Property Ownership Law, with no. 634, following the **Project Modelling**.

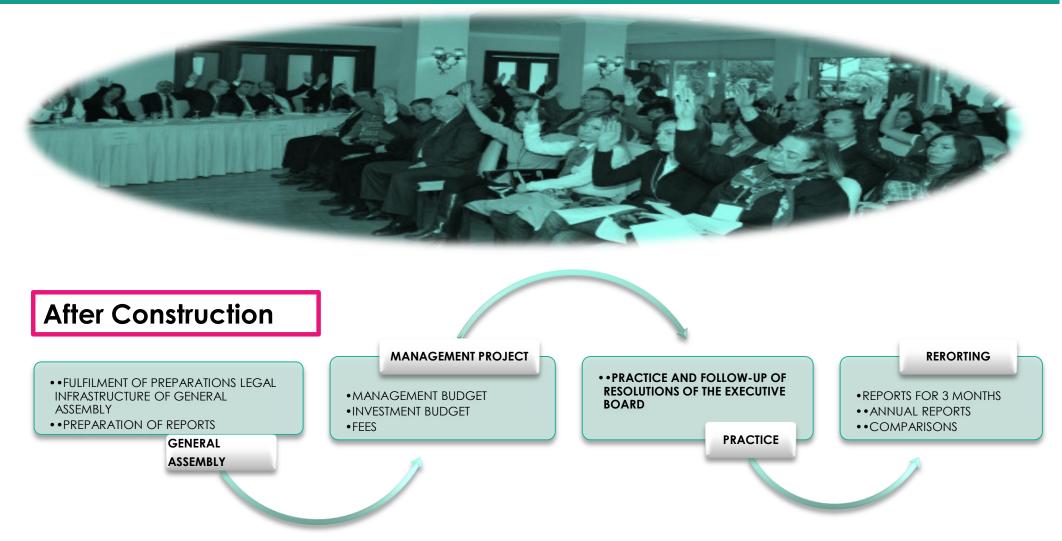
#### BUILDER COMPANY& FIELD OWNER

•Land Registry –Cadasters Consultancy Services (Apartment sharing/property etc.)





#### MANAGEMENT OF GENERAL, LEGAL AND FINANCIAL PROCESSES OF IMMOVABLE



It is essential that Project of Site Management be discussed and agreed in the General Assembly of Flat Owners in accordance with the Property Ownership Law, with no. 634. Provided that Project of Site Management belonging to the related year has not been approved or resolved in the General Assembly, the Executive Board prepares and duly notifies the Project of Site Management. The case is same even for the advances. Advances, fees and other incomes to be collected in the framework of the conclusive Management Project constitute the financial budget of the plant. This service grounds on the basis of using the budget in favor of the plant and users and documenting and filing all incomes and expenses such a;

- Preparation of Management Project with the Executive Board in accordance with the Property Ownership Law, with no. 634 and Site Administration Plan,
- Fulfilment of notary approval procedures of official books (resolution book, management book etc.),
- Follow-up and collection of advance and fees specified in the Management Project,
- Fulfilment of payments to the third parties in the Administration,
- Follow-up all legal procedures concerning the staff and fulfilment of their payment.

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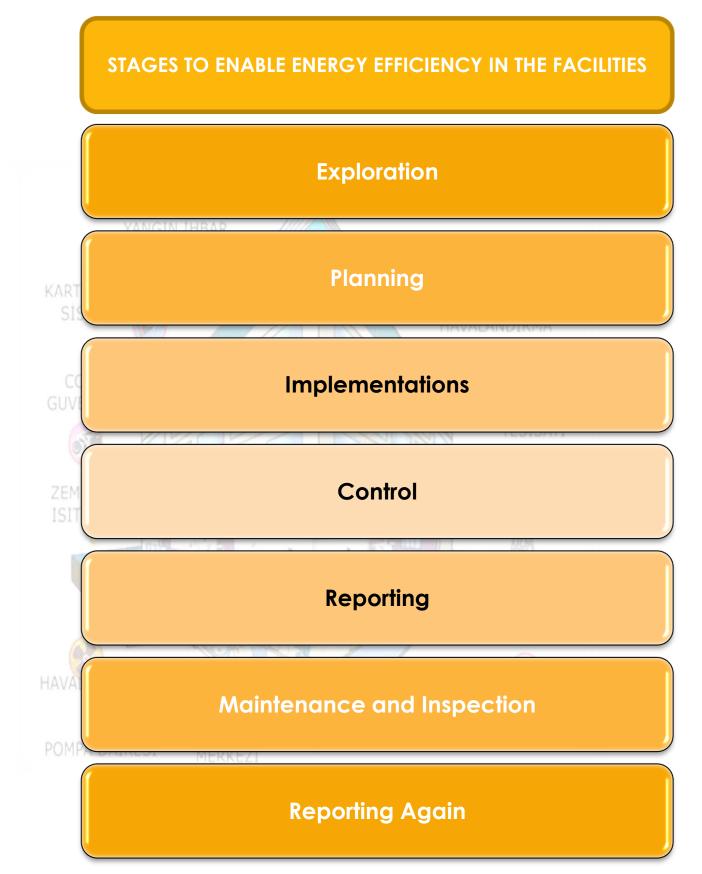
# **RECREATIONAL FACILITY MANAGEMENT**

It covers works of maintenance and cleaning of Recreational Facilities and related units, in addition to the execution of their administrative, financial, legal procedures:



## ENERGY MANAGEMENT AND ENABLING EFFICIENCY

It is to make renewable energy usage active, in addition to decline the management costs, by making recommendations regarding enabling energy efficiency and decreasing high energy consumption in the facilities.



All the facilities are to follow their energy consumption closely and to run the facilities under optimal conditions in way that energy consumption is decreased.



# **OUR LANDSCAPE SERVICES**

It is the service of any kind of implementation and controller in addition to planning the procedures regarding landscape areas in the project.

We, as **KBC GROUP**, render services regarding all infrastructure and upper structure practices of

landscapes such as;

Vegetal Practices,

Firm grounds,

Outfits, furniture,

Drainage,lightening,

Automatic irrigation,

And isolation within integrity and by keeping profit maximization of our precious project partners at the highest level. Surveying Landcape Project Drawing Preparation of technical specificatiions

Landscape Coordinatorship

Preparation of progres billing

## Acceptance









Do not worry about your Quality and Trademark getting dust.

While **we are cleaning** the buildings you have produced through our after construction cleaning service;

Make a difference, achieving customer satisfaction you desire.

It is the process of performing any kind of **after construction cleaning works** following the end of allkinds of productionin the building before the properties are delivered to their owners.







# **WORK SITE SERVICES**

#### WORK SITE CLEANING SERVICES

It is the execution of superintendence of equipment having been established to carry out sub services (Site Office Cleaning, Sales Office Cleaning, Sample Flat, House, Villa Cleaning etc.) in the construction sites.



### **WORK-SITE DISINFECTION SERVICES**

It is the process of disinfection of laborer shelters, site administrative building, storehouses, bins in the construction areas and the environment against pests and insects.





# **OPERATION MANAGEMENT**

Site Studies
Office Studies
Reporting
Office Meetings
Employer Meetings















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