



Hello, we are Virtualahan

Growing your Organization through Inclusive Employment

We help businesses and institutions maximize their time and save on the cost by providing high-quality outsourcing services while providing meaningful employment to people who experience social exclusion in The Philippines. We believe that we can be a force for positive change, capable of moving both our clients' business and our social mission to create sustainable impact.

At the heart of what we do is our mission to break down employment barriers to socioeconomically disadvantaged individuals while providing high-quality service to our clients. [Learn more about Impact Sourcing here](#) and [read the study conducted by the University of Manchester](#) about how Virtualahan does it and the quality of our impact.

Trusted by

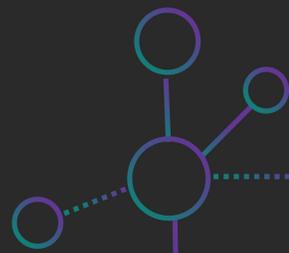


Prepared by:

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WHAT WE CAN HELP YOU WITH



Our capabilities include, but not limited to:

Virtual Assistant Services

- ✔ Office Administration
- ✔ Client Relationship Management
- ✔ Data Mining and Research
- ✔ Calendar, Email, and CRM Management
- ✔ Note-taking and Transcription
- ✔ Routine and Repetitive Tasks

Data Processing and Management Services

- ✔ Data mining and enrichment
- ✔ Dataset Creation and Enhancement
- ✔ Data Processing
- ✔ Data Training for your AI Tool
- ✔ Video Object Tracking
- ✔ Image Tagging

Digital Marketing Services

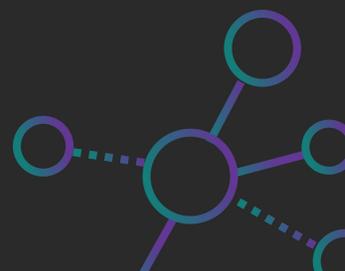
- ✔ Email Marketing
- ✔ Social Media Marketing
- ✔ E-commerce Management
- ✔ Email and Chat Support
- ✔ Website Maintenance
- ✔ Sales and Marketing

Professional Services

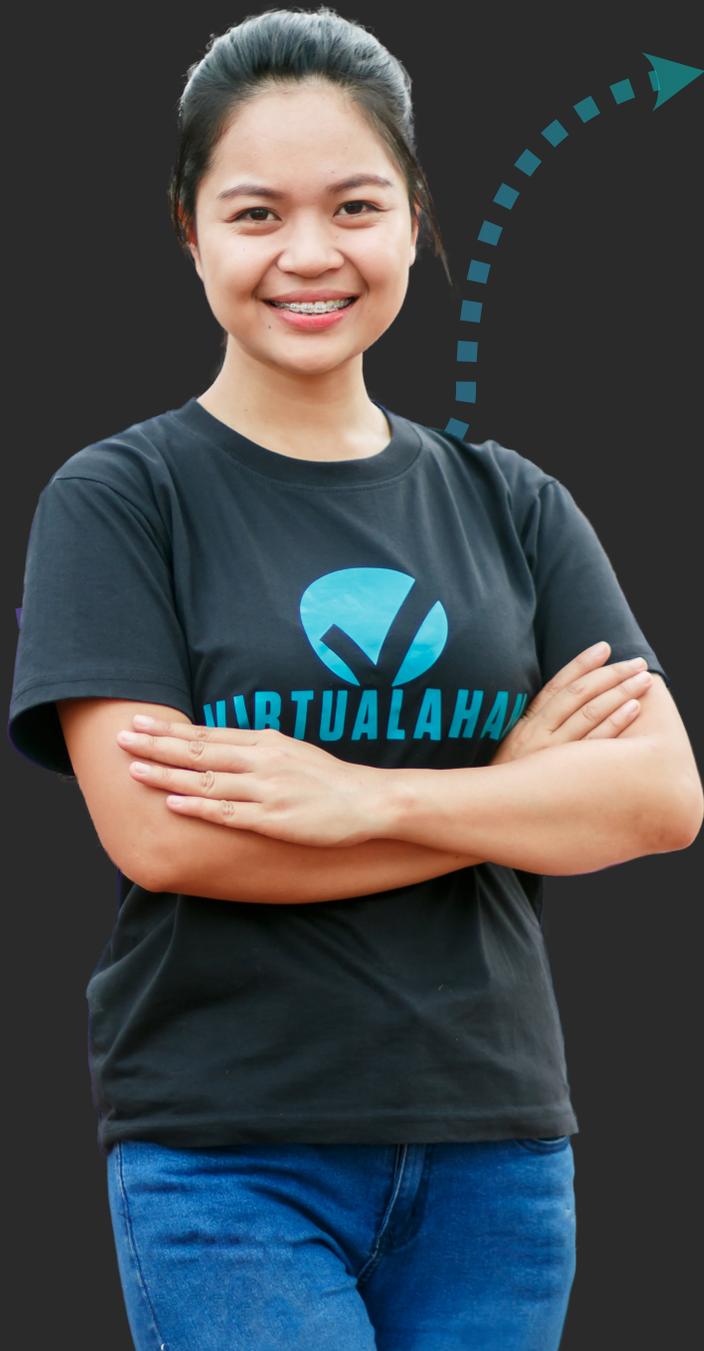
- ✔ Accounting and Bookkeeping
- ✔ Process and Automation
- ✔ UX/UI Design
- ✔ Video Production
- ✔ Photo Manipulation
- ✔ Customized Illustration

Monthly Subscription

All our monthly subscription starts at **\$9.99 per hour** with a minimum of 100 hours per month investment. That is only \$11,988 per year with 20-25 hours a week of support that you can customize and scale anytime. If you are a nonprofit and/or social enterprise, we offer a **20% discount** for your 12-month subscription.



WHAT WE CAN HELP YOU WITH



Our capabilities include, but not limited to:

Full-scale Design Services

- ✓ Full Company Branding
- ✓ Media Kit and Collaterals
- ✓ Web Design and Landing Pages
- ✓ Packaging and Print
- ✓ Reports and Brochures
- ✓ T-shirt and Merchandise Design

Accessibility Testing Services

- ✓ Accessibility Audit for your website, software, and applications
- ✓ Usability Testing for your website, software, and applications
- ✓ Full technology audit and testing for your technology assets

Inclusive Digital Marketing Services

- ✓ PWD friendly website and landing pages
- ✓ PWD friendly social media strategy and management
- ✓ PWD friendly e-commerce management
- ✓ Inclusive marketing campaigns consultation
- ✓ PWD friendly marketing collaterals
- ✓ PWD friendly campaigns and events

Project-based Work

Our project-based services depend on the agreed scope and timeline. On average, we charge as low as **\$299/project** with no minimum number of projects required. We can also convert your project into a monthly subscription and customize it based on your needs. If you are a nonprofit and/or social enterprise, we offer a **20% discount** for your first project.

Is your need not on the list?

Tell us about it. I'm sure we can figure it out.





HOW IT WORKS

1

Tell us what you need by sending us an email or voice message through Messenger or WhatsApp. Don't forget to attach your contact information so we can get back to you.

2

We will send you a proposal with a quote and draft of the contract together with the answers to your questions.

3

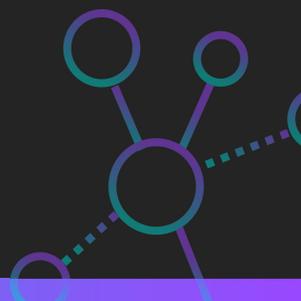
We will schedule a 30-minute call with you to discuss the contract and introduce you to your team. You may also schedule a free consultation with us any time before and after this step if you feel the need.

4

We will start the onboarding based on your preferred communication and task management channels after we get the payment confirmation.

5

We start to deliver, and we will effectively work with you to make sure that you're successful so you can continue to use our service and also contribute to our mission.





VALUE PROPOSITION

1

We have loyal team members to grow with your company. People with Disabilities (PWDs) and other disadvantaged groups don't have many options, so when we are hired, we just don't do our best to keep our jobs, we excel in it. We are here for a long-term and meaningful relationship with you.

2

We bring sunshine to our workplace. We've been through a lot in their lives, which enabled us to provide the best customer service because of our high empathy and emotional intelligence. We are mindful and minimize toxic culture.

3

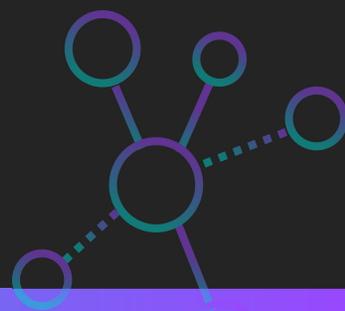
We are resilient and optimistic who are ready to take on challenges with a go-getter attitude and always see the positive side of things. We know how to own our mistakes and be honest and transparent about it. We also know when we need help and will never hesitate to ask.

4

We use our income to pay for our therapies, medications, hospitalizations, and basic needs. Many of us, it's our first to have our income, and we use it to invest in our dreams.

5

We share the mission of improving the state of people who are socially excluded because of their conditions. We strive every day to give back and pay it forward to empower our friends and also achieve success.





MEET SOME OF OUR AWESOME STAFF

“

I can design and develop high-quality websites and collaterals efficiently despite being quadriplegic with no finger functions. I'm good at proofreading but not at copywriting so I will trust the content to you.

Ronniel

Designer and Developer



“

I can develop multi-channel social media campaigns and implement it from sourcing to posting. I'm stoned deaf, so I make all my content accessible to the 466 million people with hearing problems.

Charina

Social Media Manager



“

I can manage team of people and machines to organize, process, and analyze your data even if I did not graduate high school because of my Hemophilia. I get bleeds every now and then, but I was never delayed with any of my deadlines.

Jerico

Data Specialist



“

I make sure that all our internal processes are working, so you get the maximum value of your subscription while keeping our staff accountable. I'm a mother with lupus and a very good record keeper.

RitChell

Bookkeeper and Process Manager





MEET SOME OF OUR CLIENTS



Handcrafted by Harl's

A social enterprise that manufactures handcrafted and premium leather products. All their artisans are Persons with Disability, and their bags have been traveling with dignity all around the world. We developed their website and marketing collaterals.



Alima

A mother support center that nurtures early childhood development by providing mothers and infants with necessary care needs. They also advocate for breastfeeding and mindful motherhood. We designed their logo and developed a full-branding package for them.



Ucair

ucair is a platform for thermographic drone inspections of solar power plants. This Berlin-based start-up company is helping the renewable energy sector through its technology. We are doing data processing, management, and analysis for them.



Sails

A Seattle-based nonprofit that is helping people with intellectual and developmental disability achieve success through supported academic and independent life skills coaching. We developed and maintained their website with additional digital marketing services.



HELP & FAQs

1

What is included in my subscription?

Your subscriptions pay for the salary of your Account Manager, the staff that executes your tasks, and our admin and management team. It also includes the subscription to our time tracking and task management tools, company meetings, skills upgrade, benefits, taxes, and other overhead costs. The remaining funds are used to support our mission to create jobs for people who experience employment discrimination because of their conditions. Yes, your subscription contributes to scaling our impact.

2

How do you source your talents?

We have a virtual school that trains Persons with Disability and other disadvantaged groups with tech-enabled skills and growth mindset to become economically independent. Majority of our scholars are referred by our community/NGO partners and organized support groups. They all undergo four-weeks of intensive training and two weeks of on the job training before we onboard them to work for our clients.

3

What's the workflow? Who do I talk to once I start my subscription?

We have a virtual school that trains Persons with Disability and other disadvantaged groups with tech-enabled skills and growth mindset to become economically independent. Majority of our scholars are referred by our community/NGO partners and organized support groups. They all undergo four-weeks of intensive training and two weeks of on the job training before we onboard them to work for our clients.

4

I have a short-term need/fix. Can you support that?

No, we work on an ongoing month-to-month contract or projects with a defined scope of work. Our services are relationship-based; therefore, we are in it for the long haul.





HELP & FAQs

5

Will I be able to interview the candidate that you pick for me?

We have a proven system to perfectly match you to someone equipped to handle everything you need to be accomplished. We want to remove the burden of the hiring and selection process from your busy schedule, and we have the experience and expertise to do it. But if you strongly feel that you have to do it, we can also facilitate it for you.

6

What happens if the VA/team and I don't work together well?

You'll work together with your Account Manager to find a new match and keep your downtime to a minimum. If there are any minor hiccups, we will address them and find a solution without any additional cost from your end.

7

What's the work schedule?

We allow you to agree on work schedule with your Account Manager and your AM will manage the schedules of your VAs/team. We understand the challenges on the time zone, and we are flexible on this. We, however, encourage to avoid delegating work in graveyard shifts or during the weekends for better health and well-being. We are a results-based company and normally allows our staff to work on their schedule where they can be most productive.

8

What are the arrangements if my staff is not available to work or on leave?

If any of your staff is on leave or is experiencing a medical emergency, the designated accountability buddy of your staff will work as a replacement until your staff can work again. The accountability buddy signs all compliance documents with us, but you may also send your required documents when the situation occurs if needed.





HELP & FAQs

9

What if I don't use all my hours?

Your hours expire based on the dates for your billing cycle. If you exceed your subscription, we will simply add them to your next billing but your hours don't roll over. What we can do is work with you to increase your utilization rate through a free consultation on effective delegation. You can also inform us ahead if the need of your business changes so we can work with adjusting your subscription.

10

Does your rate include the traditional 13th-month pay in the Philippines and other types of bonuses?

Bonuses and 13th-month pay are not included in our rate nor expected from the client. We allow the client to make this decision if they find relevant and valuable.

11

What are the conditions on the notice for termination?

We start with a 3-months subscription, and you can then choose to renew every three or six months, or for one year to get a discount. You may choose to terminate your contract at any time, but we will have to follow our billing cycle in terms of the payment to protect the jobs of our people. Example, you paid for a service from September to December, you can terminate the contract in mid of October, but we will not issue a refund for the unused hours.

12

What equipment do we need to supply?

Unless you use a specific tool or software, there's no need to provide any specific equipment to your staff. Our staff has their computers and internet connection with back-ups. We provide everything, including the software/tools subscriptions for time tracking and task management. You may also add your staff to your Slack or Trello or any tools you use.





HELP & FAQs

13

How do you maintain quality, and what's the reporting process?

We do weekly company huddle every Monday where we address concerns from our staff and do quality checks and performance review. You will also receive a weekly report from our Account Manager about the accomplishments and challenges for that week with updates on the hours consumed from your subscription.

14

How fast can we scale with Virtualahan?

We have a good pool of talents from our training. We can supply you with talents up to 10 heads in less than two weeks. If you need more than that, we will need to have a month notice to prepare.

15

Do you have more questions that are not included here?

Send us an email at ryan@virtualahan.com or message us in Messenger, Viber, Telegram or WhatsApp at +63 927 330 1529.





LET'S GET STARTED



Virtualahan Inc.

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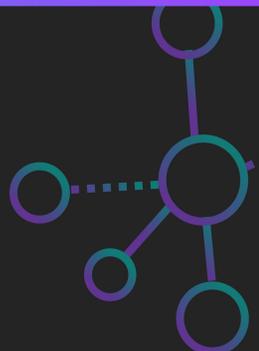
Email: ryan@virtualahan.com

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Virtualahan is the pioneering tech social enterprise in The Philippines that equips Persons with Disabilities (PWDs) and other disadvantaged people with digital skills to work as remote staffs to companies all over the world that needs outsourcing support. Our mission is to build the future of work where no one is left behind by transforming the labor system for disadvantaged people to thrive

Virtualahan is a winner of Google Business Stories Award, Asia-Pacific Future Makers by the Singtel Group, Best Business-NGO Partnership by In_pact and Asian Development Bank, Ten Accomplished Youth Organizations in The Philippines, and among others. Read about Virtualahan in this [feature article by CNN Philippines](#).

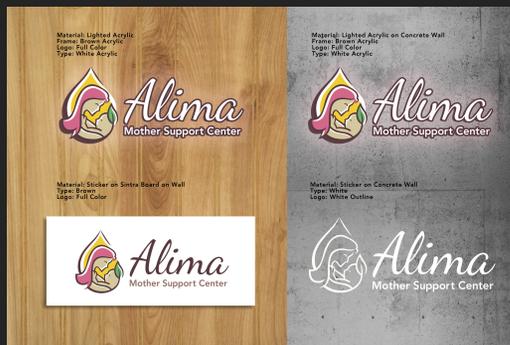
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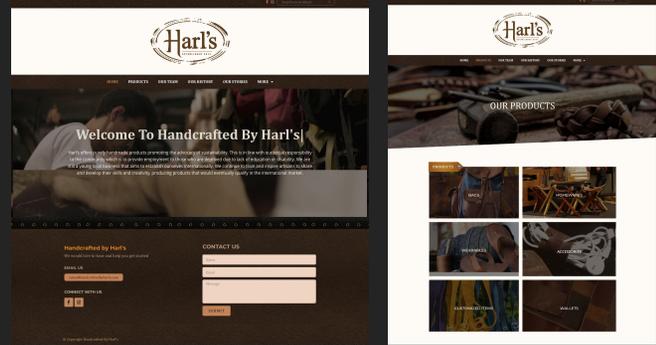


SAMPLE OF OUR WORK

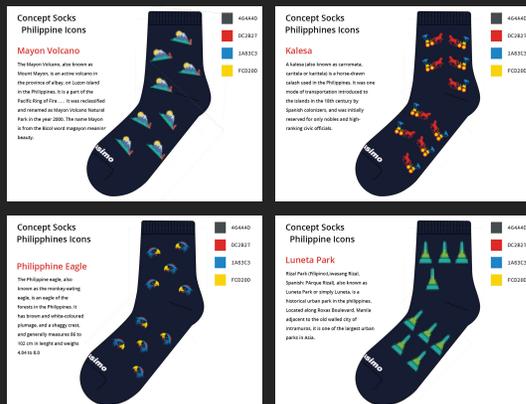
Full-scale Branding for Alima



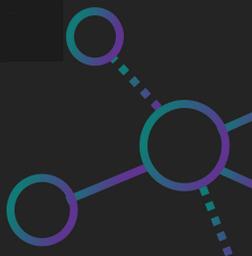
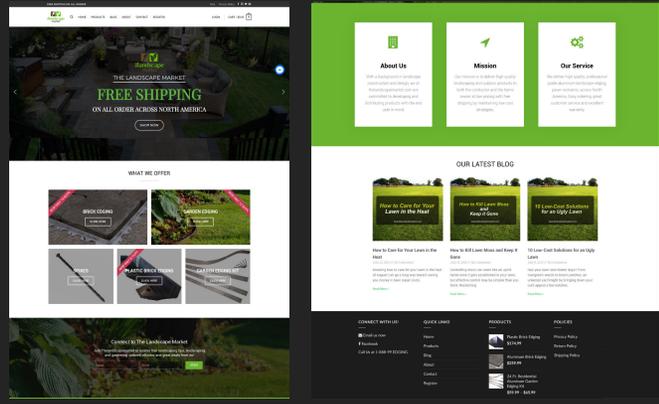
Website Design and Development for Handcrafted by Harl's



Concept & Design for Mossimo Socks Philippines



Website Design and Development for The Landscape Market





SAMPLE OF OUR WORK

Pitchdeck Concept and Design for Bambuhay

Social Media Graphics for Virtualahan

Infographics for YSEALI Economic Empowerment Fellows of the U.S. State Department

