

# PRACTICAL EXPERTISE LOCAL KNOWLEDGE

A full service accounting & auditing practice in  
Tripoli, Libya providing a comprehensive portfolio of  
financial consulting services





BUILDING VALUE FOR  
**GROWING YOUR BUSINESS**



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*"We value the hard work of Atef Kashada & Co, team who provided outstanding results in settling our final tax assessment for the last 10 years, that will contribute positively on enhancing the performance of our company".*

Mahmoud Erhebi-General Manager

ARAB GEOPHYSICAL EXPLORATION SERVICES COMPANY

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**1986**

"Atef Kashada & Co, formerly known as Ali Kashada & Co, Certified Accountants and Auditors was founded in the 1986"

## OUR COMPANY

Atef Kashada & Co, formerly known as Ali Kashada & Co, Certified Accountants and Auditors was founded in the 1986. The firm specializes in a wide range of services to international companies wishing to do business in Libya.

Since that time, the firm has been providing accounting, auditing, taxation, business consultancy and financial services to meet the needs of foreign branches, joint venture companies, local private and public companies and not-for-profit groups.

Having confirmed its reputation for twenty seven years of existence, Atef Kashada & Co has distinguished itself for its wide range of services offered with a highest quality. Experience and reputation on the national scale have allowed it to gain the confidence of the authorities as well as the foreign investors who continue to entrust Atef Kashada & Co important dossiers.

Confidence that every customer gives us is the result of stable relationships developed in the long term and involves an obligation of continuous improvement of our services.

## OUR CULTURE

By understanding what makes each business succeed, we can provide advice that is not just innovative but practical too. We believe that the best advice comes about through a close relationship with the people and the business concerned. Our personal, hands-on approach keeps us attuned to the dynamics of our clients' businesses, and to the challenges that they face.



### OUR VISION

To be the number one preference for companies in their selection of professional advisers.



### OUR MISSION

To assist our valuable clients in upgrading their business performance and efficiency and helping them gain competitive advantage for their business to succeed and excel.



### OUR PHILOSOPHY

Foresight, trust, responsiveness, commitment and technical excellence.





## OUR SERVICES

Each of our services are designed to help our client excel in their business goals & objectives.

We focus on helping them increase their business performance and efficiency in order to gain competitive advantage in the market.



## TAXATION

In an increasingly sophisticated environment, you need to be able to satisfy the tax authorities and other stakeholders that your tax affairs are in order. This requires the time and resources to understand and respond to complex tax legislation.

### WHAT WE OFFER:

#### **A** Tax consulting

Our tax consulting includes both corporate and personal tax.

#### **B** Salary and wages tax

We can handle your monthly time sheet & declarations.

#### **C** Stamp duty tax

We also can oversee & carry out the registration and certification of contracts and invoices

#### **D** Tax compliance services

Our services include representing our clients before the Libyan Tax Authorities and Appeal Committee meetings, preparing and reviewing their tax returns for salary, corporate, and carrying out all means of appeal and defence on behalf of their clients. Representing the client in front of all tax authorities, providing support, technical advice and deep insights during all stages of tax inspections and taking all the necessary measures to transfer tax files to internal committees or to appeal committees and if necessary to the competent court. The diverse experience and knowledge of our tax professionals allows us to work with our clients to provide a comprehensive and practical tax plan and strategy.

### Why choose Atef Kashada & Co, ?

Atef Kashada & Co, client service oriented approach, which is based on frequent and timely communication provides a team decision making approach rather than a one sided reactive approach. Atef Kashada & Co, tax and consulting practice encompasses a diverse group of individuals working as a team to develop practical and effective tax plans and strategies that help its clients make the most of all available tax reliefs and maximize their savings.

## AUDIT & ASSURANCE

### Why choose Atef Kashada & Co, ?

Atef Kashada & Co, clients range from small owner-managed businesses, partnerships and charities to listed companies, multinationals and governmental bodies. So whatever your organization's size is, Atef Kashada & Co, has the right expertise for you.

Audit and Assurance are at the heart of what we do. Services such as audit, financial reporting and risk management advice provide clients' businesses the stability they need to manage effectively and achieve their objectives.

### WHAT WE OFFER:

Our clients need to be sure that they are acting on reliable information. They need to be aware of their business risks and know that they are managed effectively. Clients need to have faith and confidence in their underlying systems and controls, and that all aspects of their business are in compliance with key legal requirements.

#### A

#### Statutory audit

We offer statutory audit required by the Libyan law to all entities to have their financial statements audited.

#### B

#### Non-statutory audit

A non-statutory audit is an audit that may not be required by law . It may be at the discretionary of partners or shareholders looking to have audited financial statements.

#### C

#### Special audit purpose

In certain circumstances, we also offer special purpose audits for specific reporting or contractual agreements.

#### D

#### Limited reviews

Is the interim audit of financial statements during the year . Listed companies and other entities are required to conduct limited reviews through Statutory Auditors.

#### E

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## ACCOUNTANCY

In an evolving global business market, good accounting practices are essential. Robust financial reporting gives confidence to your shareholders, investors, customers and other stakeholders, and enables your business to make confident and informed decisions

### WHAT WE OFFER:

#### A

##### Bookkeeping

This is the backbone of any accounting system, our professional team consists of highly experienced bookkeepers who will manage and maintain your accounting records, ensuring that all transactions are recorded accurately. We perform regular reconciliations of key accounts, such as the bank accounts, to ensure that the financial information we produce can be relied upon. We have systems and procedures in place to ensure that the work we produce for your business is of the highest standards.

#### B

##### Payroll Services

We offer a comprehensive set of payroll-related service, our service includes recording the salaries of all employees, preparing and filing appropriate tax forms in accordance with the Libyan laws and regulations, calculating the salary tax due on all employees, in addition to submitting the employees' social forms to the Social retirement fund . Our Payroll Team can also produce reports for your accounts department, pay slips for employees and payments to third parties of amounts deducted, such as the Libyan Tax Authority, and the Social retirement fund.

### Why choose Atef Kashada & Co, ?

Atef Kashada & Co, provides you by full service accounting services that adhere to the highest standards established for your industry. We will make recommendations and provide clarity on how accounting changes impact your tax compliance, reporting platforms. We will also develop and implement accounting systems and provide our clients accurate, timely and reliable information and reports that comply with laws and standards.

## Why choose Atef Kashada & Co, ?

Atef Kashada & Co, management consultancy team always focus on practical and realistic solutions tailored to each specific client and underpinned by both technical expertise and local knowledge.

## MANAGEMENT

Management consultancy is about helping organizations improve their performance. A good consultant helps you to fine-tune your business or organization to measure success, improve efficiency, maximize performance and minimize risk. An effective service lets you know where you are, decide where you want to go, and work out how to get there.

## WHAT WE OFFER:

### Consulting Services include:

- » Strategic planning to achieve a sustainable competitive advantage.
- » Institutional assessment and upgrading plans.
- » Reviewing business processes for efficiency, control and effectiveness.
- » Marketing and market communication plans.
- » Quality management services.
- » Organizational restructuring.
- » Competency based human resources management.
- » Compensation and benefits.
- » Job analysis and descriptions.
- » Performance management and building performance indicators.
- » Training and development.
- » Human Resources (HR) planning.
- » Human Resources (HR) management policies and procedures.

## IT CONSULTING

Investing in technology alone is not enough , an organization must effectively apply technology for it to contribute to success. With the right results-focused consulting, managers can get to grips with IT and improve their understanding of its role as a key business asset.

### WHAT WE OFFER:

Atef Kashada & Co, provides a range of IT services to help organizations achieve both short and long-term business objectives. The team assigned to clients can provide business assessments of IT systems and judge whether or not they deliver value for money.

#### IT services include:

- » Business process design
- » Disaster recovery planning
- » Managing IT expenditure - budgeting and control
- » Project management of business requirements
- » Packaged software/ERP selection and implementation
- » IT security and crisis planning
- » Risk analysis and management
- » IT policies and procedures

### Why choose Atef Kashada & Co, ?

Atef Kashada & Co, IT Consultancy teams are experienced in meeting the IT needs of a wide range of clients from small businesses to public companies and governmental bodies. By focusing on the specific needs of clients' businesses, the team will ensure that the chosen IT solutions are both practical and affordable, and are tailored specifically to clients' businesses requirements. With advice from Atef Kashada & Co, clients will not end up buying expensive products that are inappropriate for their business.

## Other services we offer:

**Forensic & Litigation Support:** Litigation often involves complicated financial and tax issues, that's why whenever your claim reaches the point of legal action you must ensure that you have a strong team of financial professionals. Atef Kashada & Co team offers its clients specialized, investigative research and analytical skills, as well as financial, business and tax knowledge. Our experts will analyse your financial records, prepare damages claims, critique opposition expert reports, assist with witness preparation and provide expert witness testimony.

**Companies Formation:** Setting up a new company can be expensive, stressful and can take up an incredible amount of your precious time. Atef Kashada & Co specialists will guide you towards the simplest procedure of company formation and will help you create the most profitable structure for your venture. Without overloading you, your business will be on track with all the required paper forms in your possession within few days.

## OTHER CONSULTANCY & CORPORATE SERVICES

Atef Kashada & Co, provides wide variety of Consulting services that provide strategic thinking on the most valuable ways to enhance its clients business effectiveness.

## WHAT WE OFFER:

### A

#### Due Dilligence

If you are thinking of selling your business or purchasing a new one, than you need an advisory firm that is reliable, available, and understands your business. Atef Kashada & Co due dilligence team will analyse the quality of your earnings and working capital requirements. We will also examine the financial aspects of your business, identify key business risks and conduct discussions with management and their advisors. We offer our clients a personalized approach, we identify their specific objectives and adapt our processes to best achieve them.

### B

#### Feasibility Study

It is evaluates a project's potential for success and provides you with the discipline and insight to reassure yourself that your idea is worthwhile pursuing. Atef Kashada & Co, will help assess whether your investment in a new project or an extension of your existing project are worthwhile through obtaining a good understanding of the project and its target market in addition to examining elements such as profitability, technical feasibility, schedules and estimated costs in order to weigh the feasibility of the project. Our services with feasibility studies include vision and concept, demand, supply,

# COMPANY PROFILE



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