



COMPANY OVERVIEW

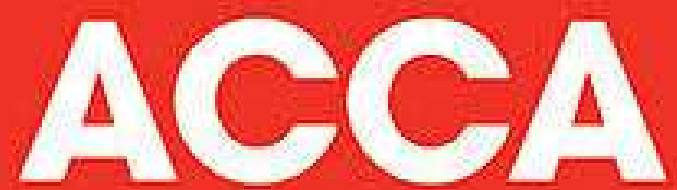
AN INTRODUCTION

CEC: Compass Excellence Consultancy is a professional accounting firm providing comprehensive company secretarial services, Accounting, Financial Strategy, Tax Planning, Tax Filing, Management Services and Management Consulting, Human Resources & Administration (includes payroll, recruitment etc.)

Our clientele consists of small and medium sized enterprises, inclusive of manufacturing, retailing, catering trade, merchandising, and building business.

Our services are dedicated to assist clients in finding answers and solutions to the challenges they face in a dynamic business world.

We endeavour to understand our clients' needs and use our professionalism to assist them while maintaining our independent role as our sole focus.

The ACCA logo consists of the letters 'ACCA' in white, bold, sans-serif font, centered within a solid red rectangular background.

ACCA

The text 'ACCREDITATION BODIES' is written in a large, bold, white, sans-serif font, centered within a dark blue rectangular area. Three small blue circles are positioned above the text, one under each of the three logos above.

ACCREDITATION BODIES

TAX SERVICES

Business Tax Services | Individual Tax Services
| Tax Planning | Tax Return Preparation | Tax
Audit Representation | Tax Exempt Applications

AUDITS, REVIEWS, AND COMPILATIONS

Auditing Services | Review Services
| Compilation Services

CONSULTING SERVICES

Business Plans | Business Advisory Services | Business
Succession Planning | Budgets/Forecasts/Projections

GENERAL ACCOUNTING

Accounting Services | Payroll Related Services
| QuickBooks Services

SECRETARIAL SERVICES

Company Formation | Annual Return Submission
| Company Secretaries

ACCREDITATION & TRAINING

In-House Training | Accreditation with BQA

SERVICES

TAX SERVICES

1. Business tax services
2. Individual tax services
3. Tax planning
4. Tax return preparation
5. Tax audit representation
6. Tax exempt application

Tax issues develop gradually both local and international. The dynamic world we are in results in changes in policies, practice, or in the approach of tax authorities across the globe and can have major consequences. A business's approach to tax can be subject to public scrutiny and is now a major driver of reputation.

At Compass Excellence Consultant our Tax Practice (in accordance with the Botswana Tax Act) can provide comprehensive and commercial advice on a broad range of Tax issues tailored to your needs to help you achieve your objectives in a responsible and sustainable way.

With our Experienced team, we will help you assess individual or business needs and help you to stay competitive, compliant, and responsible.

For more information on how we can help your business, contact us now.



AUDITS, REVIEWS & COMPILATION

1. Audit services
2. Review services
3. Compilation services

After we interact our clients to gain a greater understanding of their business needs, thereafter we assess their exposure to risks. We ascertain the level of functionality of their systems with regards to protection against identified risks.

Finally, we verify if the information contained/disclosed in the financial statement from the system, provides a true reflection of what is happening within the organisation.

GENERAL ACCOUNTING

1. Accounting services
2. Payroll related services

Compass excellence consultants believe that the best business tool to ensure massive growth is use of financial statements. With our assistance from bookkeeping services to production of tailored Financial Statement to our clientele, it helps them make informed decisions and promotes compliance.

Therefore, our general accounting service include management accounts, income statement, statement of financial position, statement of cashflow, statement of changes in equity and explanation notes.

CONSULTING SERVICES

Many entities are faced with the challenge of gaining a competitive advantage over competitors while meeting the demands of the changing environment. This results in some failing to survive the day to day activities. With the right advice many businesses can thrive in such circumstances.

Compass Excellence Consultants are a team of expert practitioners

We will not only advise you on what to do but but will be part of the problem resolution. We assist you to;

1. Make better decisions
2. Reduce your cost or be economic
3. Be effective and efficient
4. Develop strategies
5. Understand your organisation and the industry

Our Consulting services include the following;

1. Business plans
2. Business advisory
3. Succession planning
4. Budget, forecasting or projections



COMPANY SECRETARIAL SERVICES

- Governance support to the company directors
- Preparation and filing of statutory returns
- Preparation of relevant minutes, records and resolutions
- Preparation of distribution of meeting packs
- Physical attendance at the board (or shareholder) meetings
- Company name search
- Company formation

Training & Accreditation

IN-COMPANY TRAINING

Please find below a full list of our in-company training courses. Each training is run 'in-house' at your company premises, anywhere in the Botswana, for three or more people.

To improve relevance, our in-house courses include an element of tailoring to your business requirements, at no additional cost. In all cases, the training is run by a recognised member of Botswana Qualification Authority, experienced facilitator, with practical exercises to reinforce the learning.

Range of training courses we provide are below;

1. Building high performance team
2. Accounting and finance basic skill
3. Performance appraisal
4. Budget, forecasting or projections
5. Performance management
6. Leadership skills
7. Customer service
8. Communication skills

ACCREDITATION

With understanding and respect for the law, we promote compliance. Therefore, we assist entities through the process of accreditations and compliance with the following bodies;

1. Course accreditation with Botswana Qualification Authority



CONTACT US

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