

**DEZAN SHIRA & ASSOCIATES**

Your Partner for Growth in Asia

**Business Intelligence | Due Diligence | Advisory  
Corporate Establishment | Tax | Accounting | Audit  
Compliance | Payroll | IT Solutions**

[www.dezshira.com](http://www.dezshira.com)



# ABOUT US

## Our Practice

Dezan Shira & Associates is a pan-Asia, multi-disciplinary professional services firm, providing legal, tax and operational advisory to international corporate investors. Operational throughout China, India and ASEAN, our mission is to guide foreign companies through Asia's complex regulatory environment and assist them with all aspects of establishing, maintaining and growing their business operations in the region. With more than two decades of on-the-ground experience and a large team of lawyers, tax experts and auditors, in addition to researchers and business analysts, we are your partner for growth in Asia.

Originally incorporated in Hong Kong in 1992, Dezan Shira & Associates is in its third decade of operations and has subsequently grown to support office and staff throughout China, Hong Kong, India, Singapore, and Vietnam together with our alliance partners in Indonesia, Malaysia, the Philippines and Thailand. Our firm also maintain several liaison offices in the United States and Europe.

## Our Services & Global Reach

Dezan Shira & Associates is a specialist practice that provides foreign direct investment services. Specifically, our services include pre-investment and entry strategy advisory, due diligence on and comparisons of investment destinations, corporate establishment, tax planning, accounting & reporting, treasury administration, financial review, internal audit & compliance, human resource administration, payroll management, and IT system review.

In essence, we can hold our clients' hands through the entire process of Asia familiarization.

Our corporate offices are fully integrated in working both locally and internationally to provide multi-jurisdictional advice and planning for businesses operating across Asia. Our expert staff regularly communicate and travel between our offices to pool, share, and enhance our already extensive regional intelligence on doing business. This unique aspect of our business model enables our firm to provide a detailed and accurate picture on the latest developments in the local region as well as cross-regional regulatory matters. Our solution sets provide unique comparisons to our clients with optimum business insights that other single-country firms cannot equal.

## Our Clients

While some of our clients are Fortune 500 companies, most are within the Fortune 5,000 globally. Our clients are typically mid-cap companies, subsidiaries of publicly listed corporations, large family-owned enterprises as well as larger multinational corporations. We are as comfortable advising entrepreneurs as we are with aiding well-established businesses. Our diverse client base allows us to strengthen the knowledge base that we continue to utilize in assisting our clients to do business across Asia.

Throughout our storied history, we have served clients from over 100 countries around the globe with extensive client bases from Europe and North America. Our industry practices include:

- > Automotive & Assembly
- > Business Services
- > Construction
- > Consumer Goods
- > E-Commerce
- > Engineering
- > Healthcare and Medical Devices
- > High Tech
- > Import & Export
- > Infrastructure Development
- > Light Manufacturing
- > Media & Entertainment

Through Asia Briefing Ltd., our firm's wholly-owned Business Intelligence subsidiary, we offer considerable information resources for investors looking to establish and grow in Asia. Coupled with decades of accumulated Asia experience, our dedication to providing practical and meaningful solutions to clients is the reason that our practice has become the market leader it is today.



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## **OUR SERVICE CATEGORIES**

- 1 / Pre-Investment, Market Entry Strategy Advisory
- 2 / Business Model Comparison
- 3 / Corporate Establishment
- 4 / Business Strategy & Operation Advisory
- 5 / Legal & Financial Due Diligence
- 6 / International Tax Planning
- 7 / Accounting & Reporting
- 8 / Tax Compliance
- 9 / Audit & Financial Review
- 10 / Treasury Administration
- 11 / Transfer Pricing
- 12 / Information Technology Solutions
- 13 / Payroll & Human Resource Administration



## Pre-Investment, Market Entry Strategy Advisory

As various Asian markets offer very different investment opportunities, our services address the suitability of an investment by comparing local market entry capabilities and analyzing the differing legal and tax incentives of each market. This comparative approach will find the best investment option for your business, something that single-country firms cannot provide.

- > Pre-investment Advisory and Planning
- > Location and Investment Zones Comparison
- > Entry Strategy Development
- > Pricing Study and Analysis of Product Marketplace

## Business Model Comparison

As the global supply chain consolidates into Asia, there is an increasing need to accurately assess the cost of business in different global locations. Matters such as cost and availability of labor, social welfare, rights of land usage and development costs, as well as available tax incentives and attainable productivity levels, all need to be measured. Coupled with the emergence of a significant middle class consumer base in Asia, our comparison studies enable your business to make the right, long term investment decision.

- > Cross Regional Cost Study
- > Local Regulatory Compliance
- > Identification of Suppliers, Service Vendors, Distributors, Customers
- > Supply Chain Analysis and Advisory

## Corporate Establishment

Our advisors can advise on the legal incorporation of your investment across multiple Asian countries. This important legal process, when combined with our tax planning services, provides your business with superior and integrated corporate establishment process under one service provider.

- > Representative Office
- > Branch Office
- > Liaison Office
- > Project Office
- > Wholly Foreign-Owned Entity
- > Limited Liability Partnerships & Corporation
- > Joint Venture
- > Holding Company
- > Offshore Company
- > Non-Governmental Organization

## Business Strategy & Operation Advisory

Being one of the largest operations in Asia for registering foreign-owned businesses, we're well equipped to advise companies on the best way to structure their business entities to meet their goals while maximizing their operational efficiency. Our business advisors can advise on all matters related to cross-border transfers of assets, relocation, mergers and acquisitions.

- > Corporate Structuring
- > Joint Venture Negotiation
- > Mergers & Acquisition
- > Organizational Restructuring and Divestiture
- > Cross-border Transactional Support
- > Commercial Negotiation
- > Company De-registration
- > Amendment of Company Registration
- > Corporate Governance and Company Secretarial
- > Company Background Check
- > Trademarks and Patent Registration
- > Contract Preparation
- > Legal Translation

## Legal & Financial Due Diligence

Our professional team regularly provides corporate commentary on legal and financial due diligence issues, such as identifying the credibility of a supplier or purchaser and conducting internal and external reviews as part of the greater diligence process.

- > Site Visit
- > Corporate Health Check
- > Credit Check & Reference
- > Contract Review
- > Verification of Corporate Documentation
- > Internal Accounting & Bookkeeping Review
- > Internal Audit
- > IP Protection Review  
(Product Mould, Trademark, Patent, Web Domain)





## International Tax Planning

Our clients operating in multiple locations regularly seek our guidance on utilizing double tax, bilateral, and multilateral trade agreements for their tax benefits. With prudence, we are able to comment on the implications of treaty negotiations and advise our clients of upcoming regulatory development that may impact their business.

- > Tax Comparison, Planning, Structuring
- > Analysis of Applicable Double Tax Agreements and Free Trade Agreement
- > Provision of Supporting Rule of Origin Customs Documentation
- > Use of Offshore Jurisdiction
- > Withholding Tax Advisory

## Accounting & Reporting

Although there have been advancements in establishing international accounting standards in Asia, its measures still vary greatly from country to country. Our team of accountants are able to provide localized expert knowledge on a vast array of country-specific accounting issues. With decades of experience in the region, we understand the complexities involved and are able to keep our clients' accounting practices in compliance with the rapidly evolving local regulatory systems, thus allowing them to concentrate on their firms' core operations.

- > Bookkeeping
- > Financial Reporting
- > Consolidation of Accounts
- > Accounting Advisory
- > CFO and Finance Manager Function
- > Recruitment and Training of Clients' Finance Team

## Tax Compliance

In addition to reducing the administrative burden of compliance with local tax regulations, our tax and accounting maintenance services mitigate a company's exposure to tax-related risks.

- > Monthly / Quarterly / Annual Tax Calculation and Filing
- > Corporate and Personal Tax Planning and Filing
- > Profit Repatriation Processing
- > Offshore Tax Withholding and Exemption
- > Annual Tax Compliance
- > Assistance with Closure Audit, Tax Clearance and Deregistration
- > VAT Compliance and Planning

## Audit & Financial Review

We regularly provide internal audits and assist with statutory audit work. Our regional audit teams are qualified professionals and are familiar with IFRS reporting as well as the GAAP standards applicable in each of the countries in which they operate.

- > Annual Statutory Audit Assistance
- > Internal and Management Audit
- > Internal Control and Fraud Prevention
- > Special Purpose Review
- > Statutory Audit Documentation Arrangement and Preparation
- > Inventory Observation and Annual Stock Take
- > Sarbanes-Oxley Advisory (includes IT System Audit on target company for SOX 404)
- > Risk Management Advisory

## Treasury Administration

Proper treasury management is of paramount importance for your Asia investment. Recognizing this criticality, we act as an independent party in order to ensure that our clients' funds have been deployed following management approval guidelines. Our dedicated account manager shall act as an independent bank account signatory to facilitate payments, remittances, and transfers.

- > Traditional and e-Banking Processing
- > Bank Transaction Filing
- > Reimbursement Claims
- > Declaration Reporting for Foreign Currency
- > Bank and Petty Cash Reconciliation
- > Signatory and Approval Services
- > Custodian of Seals and Chops

## Transfer Pricing

In today's fast-changing business and regulatory environments, transfer pricing has become one of the top tax audit priorities, with stringent compliance requirements and evolving legislation and enforcement. Our dedicated team can help your business build, manage, document, review and defend your transfer pricing policies and processes, aligning them with your business strategy.

- > Legislation Research and Comparison
- > Policy Review
- > Planning
- > Compliance



## Information Technology Solutions

Our business advisors understand that Asia's Information Technology (IT) environment is unique. The implementation of effective IT and ERP solutions within an organization can make its operations more efficient and provides a greater degree of transparency in management. Our combined localized knowledge, accounting expertise and IT resources enable us to identify cost-effective and scalable solutions for our clients.

- > ERP Services
  - + Kingdee K3 WISE
  - + Microsoft Dynamics AX
- > Cloud-based Services
  - + Cloud-based ERP (SaaS)
  - + Cloud Migration
  - + Cloud Server Maintenance
  - + Co-location / Hosting
- > Engineering of IT Infrastructure
  - + Start-up / Office Setup
  - + Internet & Network Systems
  - + PABX / VoIP / Video Conference
- > IT Consulting
  - + System Design, Optimization and Troubleshooting
  - + IT Audit & Network Security
  - + Project Management
  - + Domain Registration
  - + Hardware Procurement
  - + Software Licensing
  - + Internal IT Process, Policy & Procedure
- > Help Desk
  - + On-site Support
  - + Remote Support
- > System Management
  - + System Monitoring & Alert
  - + IT Asset Administration

## Payroll & Human Resource Administration

Outsourcing of a company's payroll processing can ensure accurate, efficient and reliable service and improve salary confidentiality within the company. Additionally, our clients can streamline their internal HR department workflow and can concentrate resources into the core HR roles such as strategy formulation, hiring employees, monitoring employee performance and maintaining successful internal communication.

- > Payroll Calculation and Processing
- > Management of HR Administration
- > Labor Contract Draft
- > Staff Manual Draft
- > Social Welfare and Housing Fund Registration
- > Visa and Work Permit
- > HR Audit Review
- > HR Manager Function



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## **BUSINESS INTELLIGENCE SOLUTIONS**

In addition to our core legal, accounting, tax, payroll, and operational services, Dezan Shira & Associates also provide research and investment advisory on multi-jurisdictional business matters such as national regulations, infrastructure capabilities, operational costs and consumer market studies. Consequently, our reports provide regional comparisons that enable our clients to make informed decisions concerning the best locations for investment into Asia.



## Assessment of Locality

- > Budget Advisory
- > Office / Factory / Land Rental and Purchase
- > Infrastructure / Power / Transport Assessment
- > Salary Compensation and Mandatory Welfare
- > Utility Costing
- > Import Duties, VAT and GST Rates  
(plus applicable rebate mechanisms)
- > Other Applicable Tax Incentives

## Regulatory Analysis

- > Permitted Business Activities
- > Potential Legal Risk Analysis
- > Political Risk Analysis
- > Compliance Environment Studies

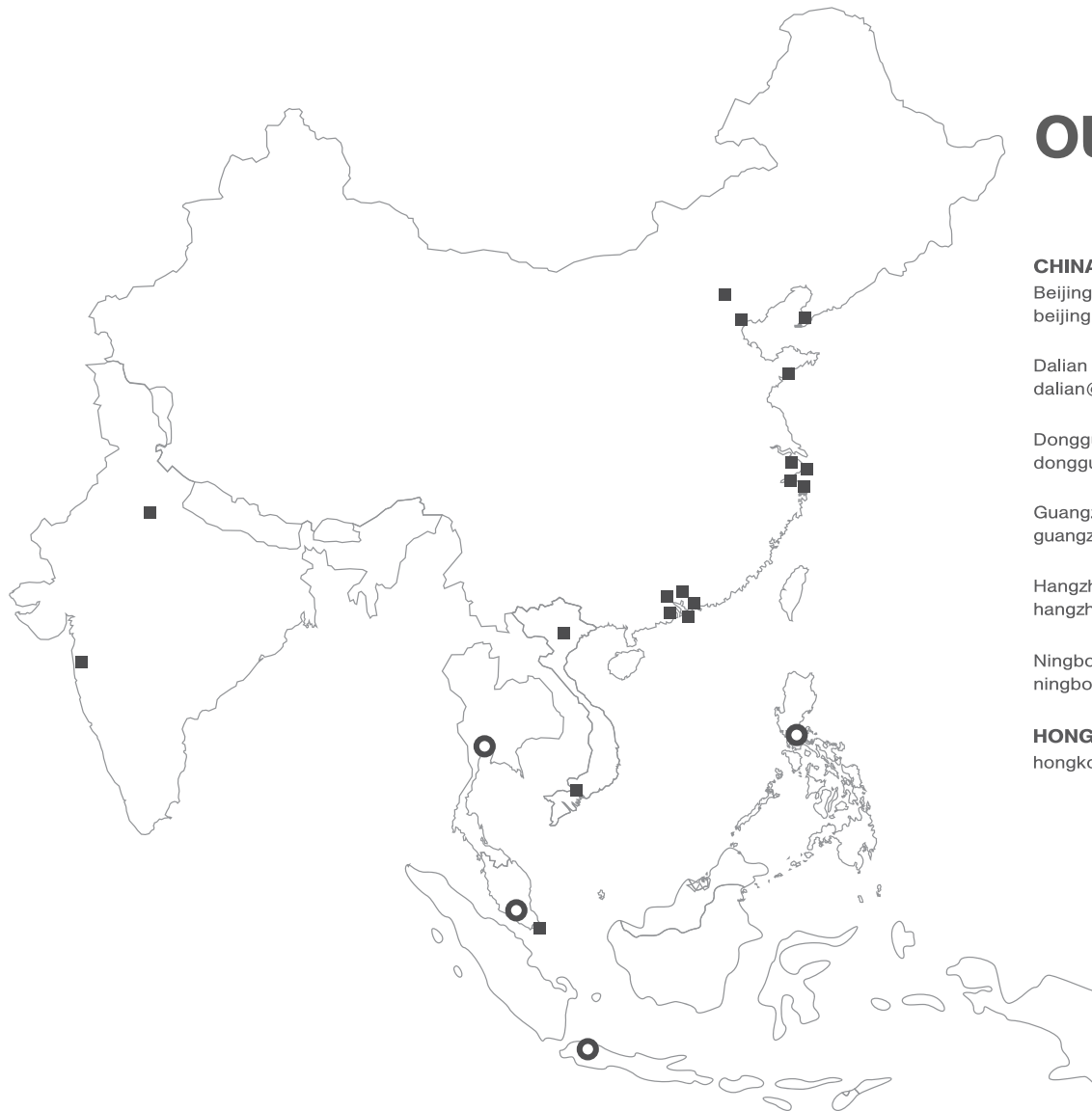
## Financial Analysis

- > Application of Free Trade Agreements and Tax Treaties
- > Financing Options: Advisory and Incentives
- > Optimization of Financial Structure
- > Ease of Banking Study
- > Treasury Management
- > Profit Repatriation

## Operational Analysis

- > Relocation of Business
- > Labor Availability
- > Human Resource Standards
- > Supply Chain Evaluation
- > Supplier and Client Sourcing
- > IT Infrastructure Review and Development





# OUR GLOBAL PRESENCE

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