

Deloitte.



Business Process Solutions

Delivering flexible operational process services to help businesses enhance performance and efficiency



In today's business world, the administration of companies is governed by a rapidly evolving landscape, comprising of regulatory changes, continued advances in technology, and adoption of more revolutionary approaches by authorities. Keeping up-to-date and compliant is more complex and time-consuming than ever before, causing businesses to reconsider the appropriate mix of internal and external resources in efficiently managing essential operational processes with visibility, flexibility, transparency and control.

Deloitte's Business Process Solutions can help companies identify that distinctive approach by assessing operational effectiveness, identifying opportunities to enhance strategic insight and operational efficiencies, and developing an incremental path to improvement by leveraging alternative resource models.

Deloitte's approach assists businesses in improving the management, oversight, and control of their accounting, tax, and human resources processes through a flexible mix of in-house and external resources. This integrated approach combines insight and innovation from multiple disciplines with business and industry knowledge to support clients on specific processes.

Our technology-based solutions, our focus on quality and customised services across industries and geographies, set us apart.

We guide you through the challenges, ease your administrative burden and allow you to focus on running your business.

Why Deloitte

The image shows four vertical pillars representing different aspects of Deloitte's service. Each pillar has a hexagonal icon at the top and a colored background. The pillars are: 1. Green: 'Our global network matches yours' with a globe icon. 2. Dark Green: 'Delivered locally, managed centrally' with a mail icon. 3. Light Blue: 'Standardised processes and consistent high quality' with a gear icon. 4. Dark Blue: 'One stop solution' with a building icon.

Our global network matches yours

Deloitte's global network gives you access to the right skills wherever you need them. Our specialists have hands-on experience in all established ERP systems as well as a large pool of know-how, international connections and networks, and specialisations in various industries.

Delivered locally, managed centrally

As we operate in your jurisdiction, we can respond instantly. Our centrally-managed process means you get consistent quality and data formats across your organisation.

Standardised processes and consistent high quality

Our integrated approach assists businesses to improve the management, oversight, and control of their accounting, payroll, tax, human resources processes and statutory compliance, through a flexible mix of resources. Followed by Deloitte practitioners globally, this approach will also allow you to focus on your competitive advantage while relying on service delivery of the highest quality.

One stop solution

We provide value to clients by offering a multitude of services through a "one stop solution", coupled with our proactive and tailored approach to every client engagement.

As a global business partner, we bring:



Security

Strong understanding of your regulatory requirements in multiple jurisdictions



Data protection

Adapt to and comply with robust data security requirements



Compliance expertise

Global compliance expertise to match your geographic reach across tax and payroll



Project management

Strong project management skills ensure streamlined and standard interchange of information between the outsourcing team and your teams



Capability and capacity

Ability to mobilise teams from the start, being proactive with market-leading capabilities and experience



Technology

Well-established and adaptable information technology for coordination and knowledge management



Flexibility

We can upscale or downsize to match your investment in new countries and exit from others

How we can help

Business operating models, organisational priorities, and corporate cultures vary from business to business. Our team assesses how your organisation operates currently, determines what changes you may need to make, and assists with developing a structured and incremental path to improvement.

These cutting edge, highly flexible solutions for operational, compliance and reporting services, are augmented by technology and supported by our network of member firms around the world. At Deloitte, we offer a complete range of fully integrated services to a wide range of corporate and individual clients.

Company Formation and Administration

- Advising on business set-up and assistance in the process of establishing and maintaining a Cyprus company
- Company incorporation, Partnership or Trust formation in Cyprus and/or other jurisdictions
- Branch registration
- Re-domiciliation of foreign companies to Cyprus and of local companies out of Cyprus
- Full day-to-day administrative services
- Bank administration and compliance support
- Ownership restructuring and reorganisations / Share capital changes
- Acting as receivers, liquidators and undertaking the winding up of a company
- Arranging the provision of local directors, nominee shareholders, company secretary and registered office address, through independent fiduciary services providers
- Arranging the provision of registered agents, trustees, authorised representatives and of any other required officials through independent fiduciary services providers

Corporate Secretarial

- Corporate secretarial and compliance support
- Corporate changes support
- Trademark or trade-name registration
- Acting as the liaison with the local authorities and providing assistance in the preparation and statutory filings of any documents (i.e. annual returns)
- Applications for issuance and legalisation of official documents
- Preparation of minutes of Directors, Shareholders and Partners meetings
- Maintenance of statutory records and registers

Financial Reporting and Accounting

- Maintenance of accounting records
- Financial reporting and controlling
- Budgeting & forecasting
- Accounts payable processing
- Accounts receivable processing / credit management
- Treasury & cash management
- Preparation of annual statutory and interim financial statements in accordance with International Financial Reporting Standards (IFRS) or other financial reporting frameworks
- Preparation of management reports
- Supporting in statutory audit preparation





Payroll and Human Resources (HR)

- Registration of the company as an employer with the Social Insurance and Tax Departments
- Registration of employees with the Social Insurance and Tax Departments
- Payroll administration and system support
- Salary tax / Social Insurance / General Healthcare System compliance
- Preparation of monthly payroll reports / customised reports upon business needs
- Electronic payroll payment
- Leave management tracking
- Benefits administration
- HR workforce support / Visa / Immigration services
- Entry / exit briefings

Indirect Tax Compliance

- VAT registration with the Tax Department
- Registration for other VAT compliance obligations (Intrastat, VIES)
- Preparation and submission of VAT / VIES / Intrastat forms
- Dealing with the Tax Department to obtain VAT refunds
- Dealing with the Tax Department / Customs and Excise Department for all indirect tax related matters

Direct Tax Compliance

- Registration with the Tax Department
- Corporate tax compliance services including the preparation of all necessary forms and corporate tax returns
- Personal tax compliance services including the preparation of all necessary forms and personal tax returns
- Dealing with the Tax Department for all direct tax related matters
- Arranging for the issuance of tax clearance and tax residence certificates

Projects

- Accounts reconciliation
- Accounting remediation
- Fixed asset management
- External audit readiness
- Month-end fast close
- Finance and accounting training

Contract Personnel

- Operational resources for back office
- Temporary finance management
- Interim financial resources for ERP or other organisational projects

Reach out



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