

KrayMan™

Demystifying Complexities

Effective Secretarial Compliances: A Step towards Good Corporate Governance



Introduction

More than a mere legal obligation, effective Secretarial Services is an opportunity to demonstrate Organization's goodwill in the eyes of its various stakeholders and investors.



'Ease of doing Business' tops the list of current Government's incentives for both domestic and foreign companies having business presence in India.

In the Globalization era India is moving towards international best practices to cater beyond domestic and national markets to other markets across the globe.

The Company Law 2013, has increased disclosure reporting requirement, promoting self-regulation and stringent penal consequences for defaults.

Therefore, it is very important for businesses to be compliant with all regulatory laws. It is essential that effective processes are set in motion and regularly monitored at all times.



Role of a Company Secretary

The responsibilities on the management of the company has increased many folds due to various compliances to be taken care of at different occasions depending on the transactions or periodicity.

Ever changing laws makes it necessary for the management of the Company to have trusted advisors to provide suitable professional advice.

Here, the role of a qualified Company Secretary comes to play. A Company Secretary is responsible to not only take care of regulatory compliances but also to advise the Board on various matters.

A Company Secretary ensures corporate secretarial and legal compliances in time helping companies to mitigate adverse risks due to non-compliance.

Employing a Company Secretary on full time basis may not be viable for all Companies. Small and medium enterprises may seek assistance from practicing professionals like us wherein we handhold our Clients through reporting requirements and other compliances.

In addition, we also keep our Clients updated about new changes or developments coming up, which help them to manage their business more efficiently.

Corporate Secretarial Services

Non-compliance / improper compliance, even unknowingly, may impact not only the financial aspects of the company, but also its brand image.

Our solution on Corporate Secretarial Services is meant to assist Clients manage and mitigate risks of non-compliance.



Preparation of books of accounts and presentation and consolidation of financial statements as per Company Law



Assistance in holding Board of Directors' Meetings within statutory timelines in person or through video conferencing



Equity / Debit financing options keeping in mind Companies Law as well as Foreign Exchange regulations where applicable



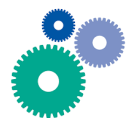
Maintenance of Company documents like registers, minutes, agenda, notices etc.



Feasibility of taking / granting loans



Corporate restructuring such as Merger, Amalgamation, Slump sale, De-merger, etc.



Change of Directors, shifting of registered office, condonation of delay, compounding of offences, oppression & mismanagement etc.



Buy-back of shares



Winding up / closure of entity / obtaining Dormant status for inactive Companies



Capital restructuring of the Company

About KrayMan

Our expert team of professionals is equipped to deliver solutions and ease administrative burdens.

For any assistance, please write to us at communications@krayman.com
To know more about us, please visit our website www.krayman.com

KrayMan Consultants LLP is an Accounting and multi-disciplinary Advisory Firm founded in 2012 by professionals with Big-4 Consulting and Industry experience. Our forte lies in handholding foreign companies establishing presence in India by demystifying the complex Indian regulatory environment making it easy for them to do business in India. Since inception, we have been delivering value to a mix of multinational Clients from across the globe

The Leadership team comes with rich experience and is supported by a capable & efficient team of professionals including Chartered Accountants, Company Secretaries, Cost Accountants, Advocates and MBAs who are committed in providing timely, professional and quality services to our Clients

We believe that in today's dynamic and ever changing business environment, it is important for accounting, tax & legal professionals to operate with a global approach and mind set. In pursuit of extending global footprints, we have a **Japan Desk** and an **EU Desk** to support investments from these countries into India. In addition, we are members of various associations and forums both at national as well as international levels viz. JCCII, IICCI, IFCCI, CBA, PAN, CII and TiE Delhi

This publication contains information of general nature . The information is only for general guidance and is not meant to be a substitute for professional advice in any manner. In case the reader requires any specific inputs / suggestions / advice from our end, please contact us separately.