



**B & P
ASSOCIATES**

www.bpaghana.com

BUSINESS SUPPORT SERVICES

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B & P Associates is a corporate law firm and business consultancy in Accra. We provide legal advisory and business support services to our local and international clients spanning a broad range of industries including:

- Telecommunications and technology development,
- Financial services,
- Private equity backed developers,
- Infrastructure and construction,
- Renewable energy,
- Upstream and downstream petroleum sectors, petroleum services,
- Investors in alternative assets,
- Medical diagnostic services,
- Manufacturing and export,
- Agriculture,
- Logistics and freight forwarding,
- Retail and trading.



Differentiation

In a world where business support services are often an after-thought, the professional team at B & P Associates consider it a top priority. The expanse of our expertise with our vast access to resources and our unique service philosophy makes us stand out in the market place. We see our clients' challenges in their full context and implement a service approach to consistently produce high quality results in an efficient manner.

We drive demonstrable business value to firms and organizations and unlock growth by working closely with management teams while ensuring that our clients stay one step ahead of emerging business risks.

We create long-term value for our clients by identifying opportunities in new markets to reach new customers. We negotiate on behalf of clients with relevant stakeholders including companies, government and regulatory bodies to realize trading objective and investment projects. It is our continuous goal to be a valued partner and resource to our clients.



Our Approach

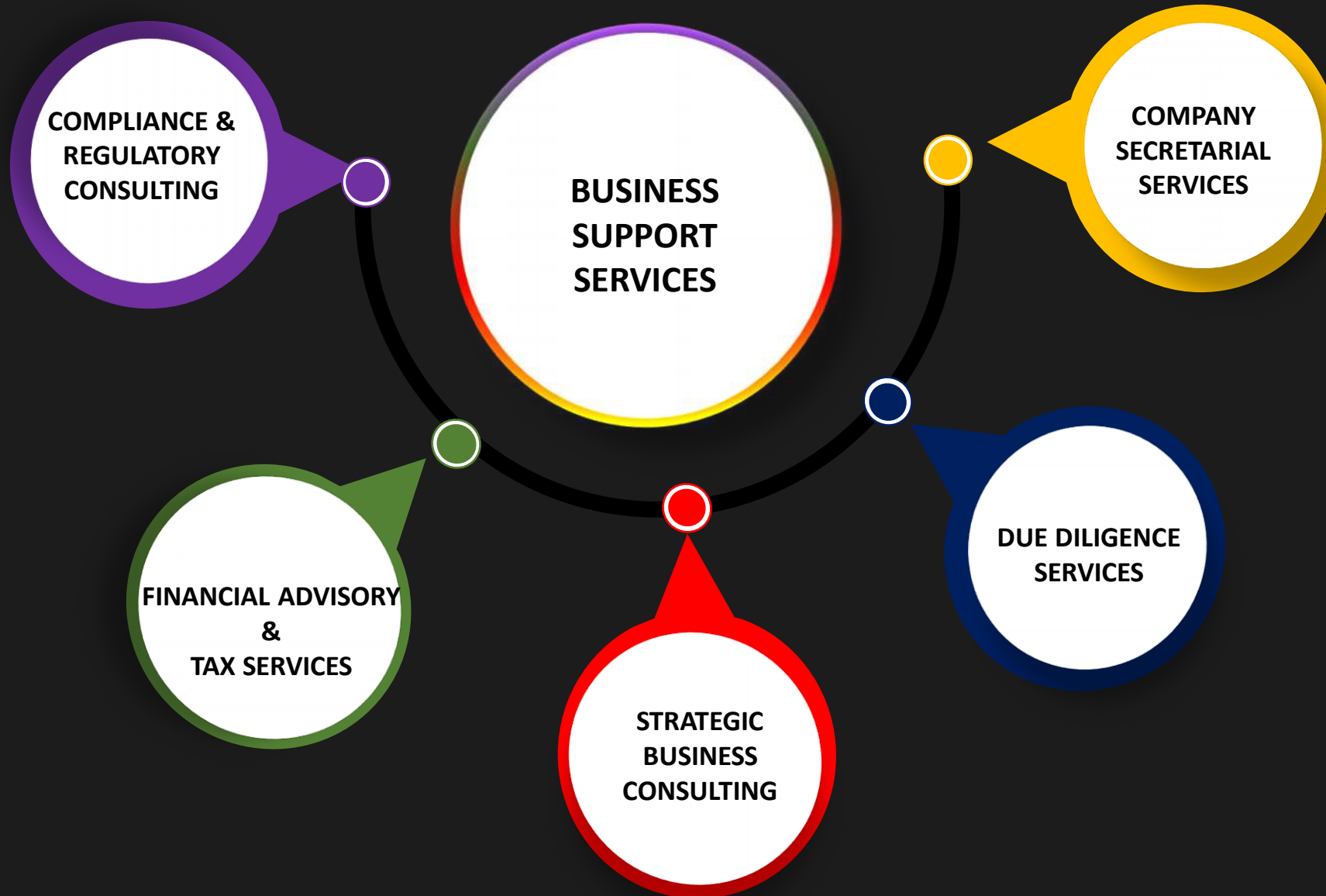
Client Focused

Our clients are at the heart of how we work. We have an adaptable and approachable team that provides excellent client care. Our business support services team comprises of experienced consultants in key areas such as business development, advisory, corporate consultancy, technology, compliance and research. We believe this integrated approach adds value to our clients.

Globally Aware

As a responsible business we seek to provide clients with a service that is well informed and defined by high global standards of professionalism and ethics. We have an international team supported by experienced lawyers well versed in international contracts and disputes and cross border transactions.

OUR SCOPE OF SERVICES INCLUDE:





Compliance and Regulatory Consulting

Our local and international clients come to us for high-quality, business focused advice on governance and regulatory compliance. In an era of tighter and more complex regulations we understand the need to develop innovative ways of working to overcome the business and operational risks our clients face from time to time.

Our team of consultants provide specialized resources and informative sessions by offering a unique, contextualized insight into the local and international regulatory compliance regimes.

The team, headed by the Managing Partner, provides internal compliance auditing which entails the development and implementation of an effective, global and consistent anti-bribery compliance program including the following components:

- Internal compliance audit
- Development and implementation of Policies and Procedures
- Periodic training and communications regarding policies for employees
- Monitoring, Evaluation and Investigations
- Recordkeeping and Reporting



Due Diligence Services

The business support services team at B & P Associates understands the increased risks associated with business transactions today. We undertake strategic due diligence with meticulous investigation procedures for clients to identify key risk issues clearly and concisely and provide accurate information in a well-structured and transparent report format. We leverage on our comprehensive data source and extensive experience in this area to help clients avoid working with organisations with irregular operations. Our due diligence services include:

- Investor/investment due diligence;
- Independent investigations in the target company's operating qualifications, operating status, financial status and compliance with respect to normal business processes.
- Market risk
- Management risk

Company Secretarial Services

B & P Associates has a dedicated and specialized Company Secretarial department that undertakes company secretarial and related work. We offer a broad range of services which are seamless to enable client's function efficiently including:

- Incorporation of companies in Ghana
- Registration of external companies
- Conversion of Company limited by Shares to Company Limited by guarantee

- Allotment and transfer of shares
- Filing annual returns
- Maintaining company registers
- Minute taking

We assist our investor clients on all aspects of setting up and support them with emergency entry and multiple entry visas, work permits, residence permits. We also provide advice and representation in the process of securing the GIPC immigration quotas, always ensuring that our clients are compliant with the local content requirements of Ghanaian law.



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Financial Advisory Tax Services

With our financial advisory practice made up of experienced and highly qualified tax consultants and lawyers, we provide professional tax advisory service to both local and international organisations and agencies. Our approach is to adopt solutions that help our clients reduce their risk of doing business. In line with this we provide the following financial advisory services:

- Transfer pricing
- Tax planning/ restructuring
- Taxation of Trusts, Partnerships and Corporate entities
- Tax compliance
- Cross-border tax advisory services
- Payroll services



Strategic Business Consulting

Local and international clients come to us for strategic advice on how best to identify and break through emerging markets to achieve sustainable growth. Through market research, competitive analysis, scenario planning and in-depth professional experience we facilitate access to contracts, capital and market opportunities that lead to the growth and expansion of our client's business.

Key Contacts



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PLEASE CONTACT US FOR FURTHER INFORMATION. WE WOULD LOVE TO HEAR FROM YOU. IN THE MEANTIME, YOU CAN VISIT OUR WEBSITE TO LEARN MORE ABOUT WHAT WE DO.

www.bpaghana.com

GENERAL ENQUIRIES

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