





## FIRM PROFILE

- ✓ Tax Advisory and Compliance Services
- ✓ Audit & Assurance Services
- ✓ Training –Tax, Accounting and Ms Excel
- ✓ Business Rescue Support
- ✓ Bookkeeping and Accounting Support Services
- ✓ Corporate Financial Services



Integrity



Client Focused



Quality & Timeliness

## ABOUT CLIENT FOCUS SOLUTIONS

- CFS is a firm of Chartered Accountants registered and regulated by the Zambia Institute of Chartered Accountants (ZICA) in accordance with the Accountants Act of 2008. The promoters of CFS have a combined experience in excess of 50 years.
- CFS currently employs 35 technically astute professional staff and 2 support staff servicing clients all over Zambia. We provide a wide range of services focusing on: tax advisory & compliance, audit & assurance, Bookkeeping & accounting as well as Training in Tax, Accounting & MS Excel to a broad spectrum of clients.
- We are committed to being an equal opportunity employer and accordingly 20% of our staff are females with over 60% of the supervisory team being women.
- The promoters of CFS have a proven track record of delivering a high quality output and will work with you to develop pragmatic solutions to tax, auditing, accounting, payroll and governance and control issues.



- ✓ Tax Objections and Negotiations
- ✓ VAT Refunds audit management and collection follow up
- ✓ Transfer Pricing risk assessment and preparation of compliance documentation
- ✓ Tax planning for Business income and Personal emoluments
- ✓ EFD or VEFD Implementation support
- ✓ Facilitation of Limited Deduction Directive applications
- ✓ Property Transfer Tax
- ✓ Preparation and filing of Tax Returns;
- ✓ Tax compliance review
- ✓ Reverse VAT Tax agency Services
- ✓ Registration for tax purposes.
- ✓ Tax Health Checks



## Audit & Assurance services

CFS provides independent assurance that an organization's risk management, governance, internal control processes, tax compliances are operating effectively by offering the following audits and tax related services:

- ▶ Statutory Audit;
- ▶ Internal Audit;
- ▶ Investigative/ Forensic Audit;
- ▶ Other assurance services;



## ACCOUNTING and FINANCE

## Bookkeeping & Accounting Support

- ▶ Data Capture from source documents and reconciliation of balances;
- ▶ Monthly Management Accounts;
- ▶ Debt Collection support and reconciliation of Trade Debtors;
- ▶ Supplier balances reconciliations;
- ▶ Fixed Assets Register maintenance;
- ▶ Independent Stocktakes and reconciliation;
- ▶ Cashflow planning and control support
- ▶ Palladium Accounting ERP support[ZRA Fiscalisation Ready]
- ▶ Xero Business Accounting Support

## Workplace competence training

- ▶ Ms Excel from Beginner to Advanced Skillset;
- ▶ Basic Accounting including double entry, data capture and reconciliations in common ERPs;
- ▶ Preparation of Tax computations in accordance with Zambian Tax Law;
- ▶ Preparation and submission of PAYE and NAPS A returns;
- ▶ Preparation of Payroll;
- ▶ Preparation of Books of account to Trial Balance;
- ▶ Preparation of IFRS Compliant Annual Financial Statements using Caseware;





**Business Rescue**



**Receivership**

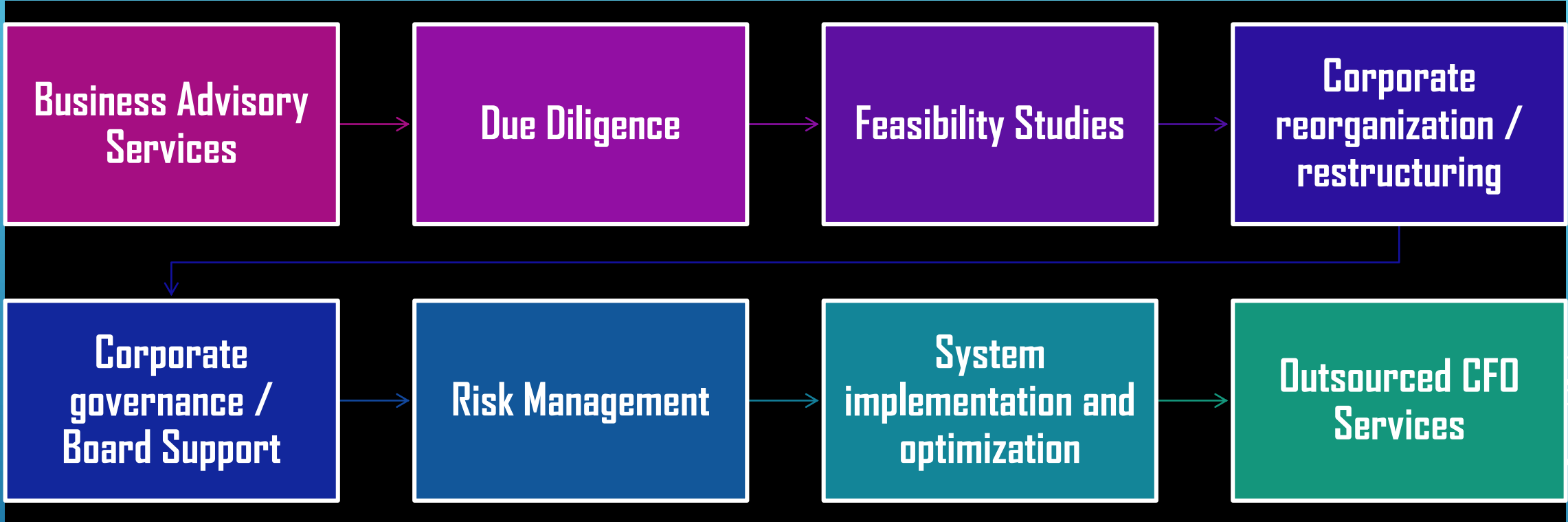


**Liquidation**

**INSOLVENCY  
SUPPORT  
SERVICES**







# BUSINESS ADVISORY SERVICES



**COMPANY  
REGISTRATION**



**DRAFTING AND  
FILING NOTICES TO  
PACRA**



**SUBMISSION OF  
ANNUAL COMPANY  
RETURNS**



**PROPERTY  
TRANSFER ADVICE**



**ZAMBIA  
DEVELOPMENT  
AGENCY (ZDA)-  
INVESTMENT  
LICENSE  
ACQUISITION AND  
FORMALISATION  
WITH ZRA.**



**ADVICE ON  
MERGERS AND  
ACQUISITION**



**MARKET  
ORIENTATION AND  
GUIDANCE.**



**FACILITATION OF  
WORK PERMIT AND  
VISA  
APPLICATIONS**

# **SECRETARIAL SUPPORT SERVICES**



Share & business valuations,



Fund raising



Project incubation;



Fund management

**CORPORATE  
FINANCE  
SERVICES**

**Client Focus**

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graph TD; A[Client Focus] --> B[Integrity]; B --> C[Continuous improvement]; C --> D[Effective Communication];
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**Integrity**

**Continuous improvement**

**Effective Communication**

**OUR VALUES**



Chrispin Daka BAcc FZICA, is the Managing Partner at CFS. He is a Chartered Accountant with over 23 years expertise in Tax, Accounting and Finance Training both in Public Practice and Industry. He is a Fellow of ZICA and holder of a Bachelor's degree in Accountancy from the Copperbelt University of Zambia Business School. He is a holder of an Audit Practicing License issued by ZICA and an Insolvent Practitioner registered with the Patents and Company's Registration Agency (PACRA). He has a Certificate in Taxation and the Law awarded by the Zambia Institute of Advanced Legal Education (ZIALE).

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**OUR LEADERSHIP TEAM**

**Ebenezer Ahulu is a partner of CFS. He has 16 years of experience which cuts across many industries including Audit and Assurance Services, Shipping, Logistics, Pay TV and Telecommunications. Ebenezer has worked in many different countries across Africa and in Europe and have managed various sizes of businesses successfully. Ebenezer's areas of expertise include strategy formulation and implementation, Business valuation, Corporate finance, Business reorganization, Risk Management, Systems implementation and optimization, Corporate governance and Fund management. Ebenezer holds an MBA in Finance and Accounting from the University of Liverpool, a Bachelor of Science in Business Administration with a major in Accounting from the University of Ghana, Legon and a Diploma in Shipping and Logistics. He is also a Chartered Accountant and a member of the Zambia Institute of Chartered Accountants, ZiCA, and a member of the Institute of Chartered Accountants of Ghana.**

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**OUR LEADERSHIP TEAM**

Chikumbutso Phiri is a partner in our office. He has extensive experience in the resolution of complex Tax and auditing matters. He is a Chartered Accountant with over 11 years tax, audit and accounting experience gained in private practice and industry and he is a holder of an Audit Practicing License issued by ZICA. He has a Certificate in Taxation and the Law awarded by the Zambia Institute of Advanced Legal Education [ZIALE]

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**OUR LEADERSHIP TEAM**

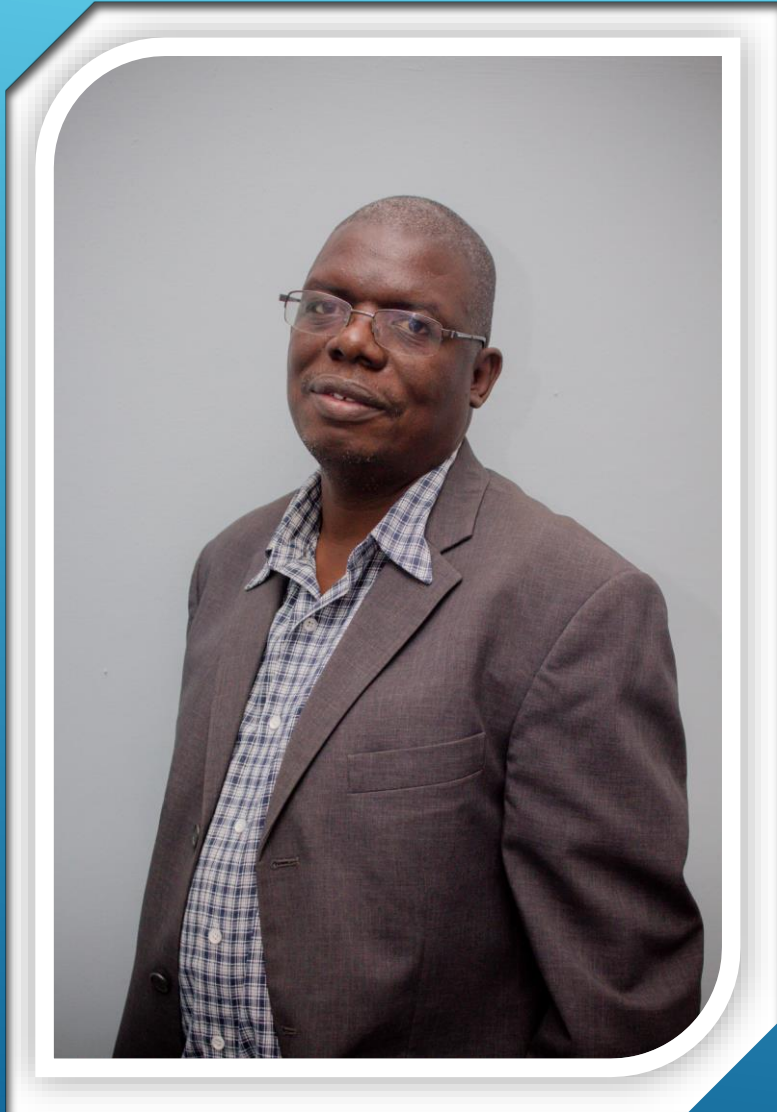
Susan Nalavwe is our Director Audit & Accounting in our office. She is a Fellow of ZICA and ACCA and holds a Bachelor's Degree in Accountancy from the Copperbelt University of Zambia Business School. She also has a Masters of Science in Accounting from Lusaka University. She has over 16 years tax, audit and accounting experience gained in private practice and industry.

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## OUR LEADERSHIP TEAM







Poster Kaluba is a Director in our office. He has over 20 years audit and accounting experience gained in private practice and industry. He is a Fellow of ZICA and holder of Bachelor of Accountancy degree from the Copperbelt University Business School. He has a Master of Business Administration from the University of Botswana. His expertise includes Audit and Business Advisory services serving top tier businesses in the public sector to clients with complex business processes gained in Zambia and Botswana.

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**OUR LEADERSHIP TEAM**



Japhet Tembo is the Manager Tax and Advisory services in our office. He is a Chartered Accountant Zambia [CA Zambia] and a graduate member of the Zambia Institute of Chartered Accountants[ZICA].He has over 6 years Tax and accounting experience gained in private practice and industry and a holder of a Certificate in Taxation and the Law from the Zambia Institute of Advanced Legal Education[ZIALE]. He has considerable experience Tax compliance and advisory services including Transfer Pricing, Tax optimization, Tax health checks,ZRA engagement on behalf of clients for Objections and Appeals, Transaction structuring support etc

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**OUR LEADERSHIP TEAM**



# PEACE OF MIND OVER YOUR TAX, ACCOUNTING, TRAINING & PAYROLL MATTERS

## WE CARE

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