EGYPTIAN CERTIFIED PUBLIC ACCOUNTANTS المحاسبون القانونيون المصريون

ECPA

ועסרושיפט וומויניעט וומרעעט EGYPTIAN CERTIFIED PUBLIC ACCOUNTANTS

Audits-Tax and Legal Consultations - Evaluating and Listing Companies-Planning and Development of Internal Control Systems

Egyption Certified Public Accountants (ECPA)

WE HELP YOU TO ACHIVE YOUR FINANCIAL AND TECHNICAL TARGETS





Under a single umbrella, all development factors and realizing goals are gathered.

Profit-making and integration of values intertwine to form our method in administration.

For being unique in employing creative methods and experience to unleash the growth of business and realizingfinancial planning, we introduce a package of diagnostic tools in various domains.

To achieve more profits and administrative stability, we offer to our clients Financial Auditing Business administration, marketing, Financial Human Resources and Management, training, technical solutions, developing and monitoring Integrated Business Solutions (EPR).



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Q Our Vision

ECPA aims to be the firstchoice for financial consultations not onlyin Egypt but also in the Arab World. We seek to offer comprehensive services characterized by rapidness andat a suitable cost. Our qualified team take upon its shoulders to realize our aim through utilizing developed systems and according to the professional standards and ethics.

😤 Our Mission

- Sticking forward to the rules of certified accounting and its ethics.
- Enhancing the role of a certified accountant, in addition to abiding by neutrality and independence.
- Preserving the tradition and honor of the Profession.
- Encouraging the scientific research in the profession various branches.
- Contributing in planning and developing the training programs to elevate the human resources proficiency through continuous education, and to increase the productivity of oversights upon the facilities under audit.



Mr. Ashraf Hagar's Statement

Chairman of Board of Directors

Digitalizing Business on the levels of operating, administration and finance in both major and minor sectors, becomes the first priority for every decision maker. This happens due to global economic changes in terms of relying upon new technology and a continuous marathon to innovate new methods to achieve more marketing shares, and to maintain profitability and performance. Hence, it is necessary to maintain the internal audit systems that are responsible of preserving the facility real estates. Therefore, Decisions are made precisely and on the right time mean while benefiting from tax savings granted by virtue of the state laws.

And Who We Are?

ECPA was established in 2009. It is an Egyptian joint stock company that combines six professional certified accountants of more than 20 years of experience in business. They are specialized in the field of accounting, auditing, tax consultancy, and establishing companies. More than 25 specialists including accountants, auditors and information system engineers work together to offer the latest technologies that help a client to achieve financial and technical targets at the least processed changes in systems. This professional staff ensures that you'll build a healthy work environment in order to achieve stability and reach the targeted growth rates.

We offer you financial consultations and innovative solutions to overcome recessions or in case of not achieving targeted marketing or sales. Technical arbitration is also provided for private companies through applying plans to avoid any sort of hinders to achieve their targets. Moreover, Digitalizing Administration, by applying the global standards, sustains the restructure of internal audit systems in short time to keep pace with digitalizing and to maintain the facility assets and property.







External audit and audit services

Our Auditors carefully considers to express their professional opinion on the financial statements (positive confirmation) regarding the financial data is fairly offered in compliance with the State certified Accounting standards. To formulate such an opinion, an audit applies certain procedures: firstly, he decides to accept the audit task or not; secondly, in case of acceptance he starts to plan for the process of auditing; thirdly, he implements this plan by utilizing a set of professional tests, confirmations and evaluating their results; and finally he issues a report whether to the management or to the shareholders about the financial statements and the ability of the applied control systems to prevent the leakage of the facility's assets.

Accepting auditing process is usually related to the safety and strength of the applied internal audit systems. In case auditing process is not based on the rules of accounting systems, it leads undoubtedly to illusive results. Therefore, we don't accept auditing systems that aren't established in accordance with accounting systems, and conform to the accepted stabilized standards in the State.

Furthermore, our auditors will not accomplish such a traditional role, however, they will be pioneers for a development and planning process based on the reliability of historical data, that' to reach trustable future plans.

The followed methodology in auditing process may change according to the activity. Hence, our profound understanding helps us greatly in perfectly accomplishing the auditing process.

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There are four-pronged approaches to run external audit process:

1-Validating the understanding o Activity and the authenticity of applied auditing services applied auditing services

Auditing process success mainly depends upon the auditor's previous experiences whether in the same facility or in similar ones. Such a trait gives an audit a further ability to initially understand the Activity and its details. At the first glance, businesses look similar but in fact after a thorough study for every activity, fundamental issues can't be overlooked while auditing. This is due to the fact that there are certain followed norms in the profession regarding measurement, receiving and disbursement of funds.

If such minute details aren't fully well-grasped by an auditor, the facility employees may affect his opinion. Hence, we only have highly experienced auditors in activity in general and in auditing in particular.

Measuring the maintenance of the applied control systems in a facility is crucially important as well. The co-auditor identifies during his first visit how far the applied control systems are working efficiently through remarking whether executive employees has direct reference to the CEO or not; and whether the CEO office is piled by required documents to be signed or not, etc. Such attitudes may appear regular, but they are remarks to the auditor to decide whether to take upon the auditing mission or not.



2-Automation of Audits

"Capital Program for External Audits Management" enables us to be far from solely depending on an auditor's personal judgments. It sustains hugely our professional senior auditors to come up with templates served to the program system, and then to be used by the junior auditors. According to mathematical equations, a systematic judgment is released depending on the inserted data, instead of an auditor's personal judgment, and even inserting the samples is done without any human assistance. Therefore, Audits are not subjected to any outer effects, neither from the facility nor its employees.

3- Information Systems Audit Management

Today's financial and administrative systems are electronic ones, that's why we have a specialized department in Information Systems Audits. It is a super secured system against any threats. In order to issue a precise and sound data, we are involved in studying this system, its recorded credentials and the allowed persons to get access to it

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4-Presentations For Reviewing The Audits Results

We insist to present our reports, hand to hand, quarterly to the shareholders or the concerned figures, and not merely prepare the reports without presentations. Businessmen always need to listen to their auditors in various issues such as: the facility performance, control system improvement, the low rate of labor turnover, or customer loyalty improvement. Such issues may not be written in reports, but a decision maker is in need to know about them from an impartial external observer. An employee may report that, but he wouldn't be impartial as an auditor.



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The followed methodology in auditing process may change according to the activity. Hence, our profound understanding helps us greatly in perfectly accomplishing the auditing process.

(Stop the leaking of the facility)

Secrets of our Excellence in Audits

First: Sticking to Professionalism and Standards

Profound Understanding of the facility activity is considered among the first priorities. It is achieved through studying the applied internal control systems in terms of technicality, management, and finance.

Secondly: Standards of Accepting an Auditing Process

The external auditor's work goes in parallel to the financial department on quarterly basis in order to control the activities regularly and to solve any problem at once and not by the end of a year.

Thirdly: Going Beyond the traditional role of an auditor

Auditors are keen to periodically set meetings with the top management of an organization to present, discuss auditing results, and to suggest suitable solutions.

Fourthly: Quick Decision-Making

Helping the management to take a quick decision by instant presentations of auditable financial statements in the appropriate time.



Tax planning services and Consultations

• Administrating taxes is operated in a way that copes the technological development in the global tax system which is imposed by Group of 20 (G-20) and the Organization for Economic Cooperation and Development (OECD). A facility according to this global tax system must accomplish the followings:

1- Issuing tax bills must be processed according to the technological procedures.

2- Reducing dealings in cash, and use instead bank transfers.

3- Dealing with a facility with all its branches and affiliates in anywhere in order to be benefited from the granted legal savings to the investors in full compliance with law and its complementary legislations.

• There are three-pronged approaches to manage Tax planning.



1 - Automating Taxation

We automate taxations and insert all taxation requirements into the facility EPR system and link it to the state system. Our experts accomplish the task according to their experience and studies to handle day-to-daytaxes.



2- Controlling the Daily Taxation operating Process

The Second stage to create the previously mentioned system is to automatically follow up the correct execution of the system and examine the precise results at monthly basis at least. The process of establishing value added tax (VAT) is to prepared also by the end of each month as it is the corner stone in taxation system

One of our tasks is to quarterly prepare the work earnings tax returns and checking its conformity to the Payments to the bank in accordance with Non-Monetary Payment Act (N*18) of the year 2019; and to ensuring the Tax system integrity particularly in labor-intensive projects.

Preparing tax credit returns and quarterly achievement is generated automatically from the system, in addition to ensuring that all the resulted sums are already deducted from the suppliers and they got a notice.

3- Quick Response to Taxation Management Requirements

Daily operations entail requirements for taxation management, quick response to these requirements indicates the trust bridges built between a taxation entity and the company. Delayed Response to the taxation management arouses doubts on the credibility of the applied tax system. Hence, the tax entity trust will be given to the facility after setting a system that ensures quick response in the right form.

Secrets of our Excellence in Taxation





There are three-pronged approaches to offer legal advice and planning from the early-date of the facility establishment:

1- Legal Considerations that frame out a

stabilized legal basis to the facility

We mean by this:

- **A** proper selection for an appropriate legal identity.
- **B** A proper selection of the suitable activity.
- **C** Regulating authorities, and signature and management rights.
- D Setting regulations to maintain rights such as: meeting regulations and its announcements, meeting validity, decision-making quorum, and meeting areas, etc.
- **E** Fair ratifying for the percentage markups, etc.

Our Legal Department has the capabilities to ratify a stable legal entity which eventually has traces on the facility performance, as follows:

- A stable relationship among the partners due to tangible fairness and transparency inside the halls of the facility. Furthermore, giving each partner his due right and differentiate between the one who participates with his effort and money and the one who only shares with his money. Undoubtedly, Formulating the shape of this relation from day one protects the facility from any future anticipated crisis.
- **B** A stable relationship between the facility and the clients, suppliers, and governmental authorities.
- **C** A stable relationship between the facility and external investors who feel secure and satisfaction.

D Preserving the estates of the facility by firm contracts that ensure keeping the original copy and secure it against loss or steal.

Absence of legal planning may consequent future unsolvable crisis. Someone may establish a company without putting onto consideration that his company may expand, merge, or obsess. Hence, to get out of this dilemma, he may have to denounce the legal entity of company, resulting in losing a long luminous history.

The Legal Sector like any other sectors needs well planning, otherwise the decision maker will always find himself facing administrative dilemmas.

2- Applying these legal considerations and following up performance and meticulous results

Implementing a plan is the core action. The plan can be perfectly done, however, poor implementation results in poor performance. This happens when periodical meetings are discarded, approving financial lists and presenting a copy to the entity isn't applied, and consequently an accounting problem arouses among the partners. Such doings will lead to the collapse of the legal system to the facility.

Our Team keeps an eye to implement all these legal procedures. Although such details might seem minutes, but on the long term it is entirely important to secure the facility from any violating actions.

3- Instant Dealing with any unexpected legal result

Like any other system, unexpected issues may occur, and our role to protect the facility is to:

- **1** Instantly act upon the problem.
- **2** Follow scientific approach to find the best solution.
- **3** Admit with the centers of power.

4-Automation of legal compliance

The Service of legal compliance enables the facility to be acquainted with the validity of the company legal documents such as, tax card, business register, registration certificate, etc. Maintain the expiry date of these documents and setting a tool to notify this before a suitable period of time.



Labor laws & Social Insurance Consulting Services

One of the fundamental aims of the facility is to secure its employees together with preventing its management from any kind of violations of the labor laws or the social insurance laws. Tiis is a strategic target that we are keen to achieve through three-pronged approaches:

1 - Automation of The Remuneration System According to The Regulating laws

Legal requirements are put into consideration while formulating the facility system by:

- A- The minimum rumination as stipulated.
- B- Setting the allowed period of training.
- C- Formulating the contracts that give an employee all his rights and in the same time give the facility the right to take the suitable decisions for its work.
- D-Insurance wages are in concordance of which tax work are paid.
- E- Calculating the total and the net remuneration by correct deduction proportion of deductions the sections.

We'll be concerned to track the issued reports by the system and make sure that it realizes:

1-The Legal requirements.

- 2- The utmost benefit for the facility. It maintains its legal rights in charge of paying the correct commitments.
- 3- Quick reply to any inquiries asked by any governmental entity in the state in order to fasten trust bonds

3. Quick Intervention to solve any anticipated problems between the facility and any sovereigns.

Any disputes start at first as small and solvable in a small budget, however, any delay in dealing with the problem results in its worsening. It turns from being a mere procedure-crisis to a fundamental one. Absence of legal compliance automation will lead you to manage the crisis which costs you a lot of efforts and funds to attain a target, although you were to reach it more simply.





Consulting services related to companies' evaluation and listing

The need for financing for any facility, whether in the short or long term, and not resorting to the stock exchange will result in you resorting to bank loans, and your resort to bank loans may destroy your ability to continue as a result of the bank's returns on its share of capital greater than the profitability of your activity, as well as its need for guarantees. Often personal, this means your destruction if the project fails. Therefore, we do not offer advice at all by borrowing from the bank, but we provide advice on the necessity to qualify for entering the stock exchange due to its harsh requirements in most cases, and the process of qualifying for the stock exchange begins from the moment the establishment is born through:

1. Preparation for Listing Phase

- 1- Create a documentary and book cycle and strong control systems throughout the life stages of the facility
- 2- Setting a real organizational structure for the facility that coexists with its different life stages
- 3- Improving the quality of the product provided by the facility so that it has a prominent place in the business world
- 4- Qualifying and maintaining the human establishment's cadres despite the great challenges that will face the establishment during its life cycle
- 5- Maintaining the issuance of quarterly financial statements and discussing them with the members of the Board of Directors as well as with the consultants of the establishment to reach the strengths and their development and weaknesses and their progressive treatment.
- 6- Strategic and financial planning (budgets).
- 7- Promote the sale of any unemployed sector in the company.
- 8- Financial restructuring.

2-Registration/Presentation Phase



- Preparing and submitting all documents required by the registration authority.
- 2- Determine the fair value of the company.
- **3-** Prepare the appropriate information memo.

3- Promotion Phase



Promoting private placement partial or total sale of the company in favor of an investment fund or a strategic investor.

4-Expansion And Acquisition Phase



This is the phase of picking the fruits, when the facility begins to expand, whether in its activity or any other activities.





Our Excellence in Consultations as regard to Companies' Evaluation and Listing in Stock Exchange orto A Strategic Investor

First, Sticking to the Actual Facts

It always comes to the mind when Listing in stock exchange or to an investor are mentioned, to exaggerate some points in the company that don't really exist especially as regard to the future anticipations. The facility tries to draw a future image that is hard to be realized. We don't support such an attitude and when we plan future plans (budgets), we conform to the followings:

- Assigning each responsible person within the company to predict what he thinks will happen to his department during the required period of anticipation in light of the previous achievements (historical basis) with what supports the optimistic anticipation.
 - 2 This anticipation must be included in the enterprise's ERP system which means for us the ability to follow up what is really achieved from anticipations in the future.
- In case of not placing items on the facility's ERP system, it means placing items other than those that we will be required to sell, hence, there will be a difficulty to find a relationship between what was planned and what is really achieved. Similarly, using calculations other than the applied ones in the accounting system in the facility means the inability to compare between the desired goals and what happened on the ground in the future.

Secondly, Presenting the final results of the budget to the management before approving it

It seems to be a regular step, but it isn't properly applied on the ground. Budgeteers always focus mainly to present sales budget whilst other budgets aren't complementary with the planned sales target. For example, inserting an ideal sales number in the sales budget without realizing the impact of its effect on the store budget will unquestionably to the budget failure. Moreover, it turns the budget to a series of dreams. Therefore, we care to present the overall and final form of a budget to the Management. We present the predicted financial statements as if all the events happened as a whole.

Such approach is very useful to the management to get a comprehensive overlook in order to take a unified decision in the facility.

The absence of this unified vision will make the stock budgeteer concerned with accumulating it, not concerned with the impact of this on profit, and similarly the stock budgeteer would be interested in raising the stock value regardless if it is profitable or not.

Thirdly, Tracking the proper Application

Our role will not end after we put the budget on the system of the facility, but we will also be concerned following up the validity of the reports issued by the system and analyzing the deviations received by them and drawing the attention of management to that at the time.

Supply Chain Consultation Services

Industrial activities often suffer from a glitch in the orderliness of the supply process whether the supply of raw materials, spare parts, or even the proper transportation process timing.

Our consultants will play an important role in automating the supply process which starts, in our opinion, from the appropriate production planning that results in assigning the right time of demand and its economical proportions. This consideration and other details are placed in the facility EPR system. Hence, all the supply chain process particulars harmonically work to avoid any halt in the production. Our Consultants will help you in:

- 1- Determining the economic quantity of the demand.
- 2- Updating the appropriate request time.
- **3- Determining the appropriate lead time.**
- 4- Determining the standard quantity of stock.
- 5- Determining production capacities.
- 6- Placing all of the above on the production planning and procurement module in order to reach a supply system that works to provide the requirements of the operation process in a timely manner in a proper manner and at an economical cost.



Electronic Bill Service

Due to the global digital transformation of business, it will become an urgent requirement to operate the electronic billing system. We are excelled by offering the service of our own system which is capable of achieving speedy operations by using authorized coding systems and linked to the coding tree used in the facility. The electronic billing system applied by our consultants achieves rapid activation with accurate results.

Our Excellence in Electronic bill service

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1 There will be no rejected invoices from the department as we know exactly all therequired data and the appropriate coding method.

The system is suitable for companies with a large number of branches, brands, or sales categories.



Development and Operation Comprehensive Solutions Services

We will closely understand the activity and converge on its weaknesses so that we come out with the manual of operating policies and control systems

from the womb of daily business, away from the ideal policies that may not be suitable for all establishments at all age stages, then we will automate these policies through a system suitable for the facility, Monitoring the safety of the application periodically through the review and auditing team.



This procedure will lead the facility entirely to digital transformation or the promotion of digital transformation.



1-Why digital transformation?

Saving effort, time, and the end of human errors resulting from the disorganization of departments on a single network. The culture of separation of each department by itself from the facility will cease and the absence of a unified goal for all departments and your facility will start to reap high profits as a result:

Documenting cooperation between different departments through an organizational structure documented within the system and a documentary cycle with activated powers within the system, and any actions can only be enforced through (the organizational structure and business cycle drawn within the system)

Standardizing the language of dialogue.

Unify the goal.

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Accurate reports that help in making decisions, whether in sales and marketing departments, costs and expenses, which makes the speed of decision-making based on the highest sound information in a sound time and from anywhere in a fraction of a second on your mobile device



Non-personalization of events and procedures, so confrontations will not be between the manager and his management personnel, the confrontation will always be between the person and the new system in an organized and healthy work environment.

It helps decision-makers not to be preoccupied with the daily routine business and focus on following up on the business through screens, and instead to be busy making strategic decisions that will accrue to the business in general with more profits.



What can be measured can be developed where the enterprise can measure everything, no matter how small, and then it can develop its business.

Digital transformation reduces the waste of assets for the company in terms of the ability granted from detailed reporting systems that are prepared in less than a minute, not to mention the rudimentary method that takes hours and allows errors or fraud to the human factor.

The introduction of the digital signature system, which facilitates the completion of the work cycle from the beginning of purchases until the complete product without the need to wait for the signing of paper documents, as the system does not allow there is room for error or wasting money, resources and time.

2-What are the advantages of our intervention in digital transformation?

It may be easy for the company to make a decision to digital transformation through its own team, but experience has shown that the reality does not support this for reasons including:

1- Digital transformation is the most important method for linking the economic entity to the outside world as the global vision in commercial systems is that everyone works on a single network in which trade and commercial exchange procedures are taken in a timely manner compared to manual systems and old systems, and if your esteemed company continues to deal with the old systems, a large gap will be generated. Loss of deals, recession, and inability to control assets and conserve company resources.

2- Digital transformation does not mean transferring the procedures that were carried out manually to be recorded electronically without taking advantage of this technological shift to simplify procedures and increase control. The essence of the business process will not change, and therefore your profits will not be affected by that.





3 -The digital transformation process is as close as possible to the case of administrative change with work teams that are several times stronger for the strategic change of the entity, and the change takes place through a time frame that is determined according to the size of the entity, the data and the needs of the company. The procedure is for years without fruit.

4-The process of digital transformation requires people who are proficient in accounting and business administration, as they are the only ones who realize – (by virtue of their work) the end of the road to digital transformation and business requirements in accordance with international accounting and auditing standards.

5- It will be difficult for your team to discuss the higher levels of management, while we as consultants have the ability to communicate with the higher administrative levels and convince them of what needs to be done, and transfer the objection of the lower administrative level – the state of being – to the higher administrative level.



3- What is the advantage of the consulting experience provided by us in the work of digital transformation?

It may be usual for the software company itself to activate its own system, but experience has proven that this does not bear fruit. Our company:

Cares about detailing the software according to the needs of our esteemed client and in a way that suits the ability to develop it, to provide the best ways to do business, to be compatible with standards Accounting and auditing in force in the country of application and the countries of the world, and it gives us the ability to have a fundamental role always in pushing business towards the requirements of the accounting profession and auditing, avoiding personal opinions and methods of treatment that are not recognized, and benefiting from our accounting experiences mixed with how to activate the programs, Therefore, we always look for compliance with what is recorded in books as a profession that anyone who professes can read easily and without being linked to the presence of people.





4-Secrets of Our Excellence in Digital Transformation



1.Contracting Phase:

Implementing the work cannot be started without a written contract stipulated for the expected product to be delivered to the company; the persons assigned by the company as leaders of the digital transformation project and their supreme leader; and the reports that will be handed every now and then while doing the project.

2.Planning Phase:

Digital transformation project is a very complicated one because it deals with the individuals' cultures and beliefs in life before it deals with the documents. Therefore, we deal with the digital transformation project as any project -:





B- GOALS



A-SCOPE



Our focus in the planning phase will be on estimating, organizing and arranging all of the company activities through a group of activities:

A- Receive written transfer requirements from the departments.

B-Awritten communication plan between our teamwork and the company's teamwork.

C- Clearly define the scope of our work, and state any limitations on the scope.

D-APerception of the activities details that configure the project.

E- Acompilation of these precise details into groups and stages of implementation, and assigning the start and end of each group.

F- Estimating the professionalism of our teamwork that suits the plan.

J- Defining a clear concept of the quality and success of the project and how to reach the excellency.

- A list of project implementation risks will be made to develop a clear plan to respond to the expected high risk only, and the risks of limited importance will be ignored.

- After completing all of the above, an "activation plan" will be submitted to the decision maker, specified in the contract, for approval.

3-Implementation Phase:



According to the approved work plan, it becomes specified what and when should be done. And who is responsible for that.



Our appointed project manager will ensure that everything is done correctly on time, and at the specified cost in the plan.



There are changes which often occur during implementation, whether due to lack of understanding for the activity and its adequate functioning.



At the same time, the project manager will be interested in meeting with decision makers or stakeholders to hand them the implementation results, and to obtain their reactions towards what has already been done.

5 Quality Assurance is carried out during the execution of works to verify that what has been the delivered works match the agreed upon ones.

4- Closure Phase :

The closure Phase will be concerned with fulfilling the customer full satisfaction. At this phase we will be keen to:

Verify the correctness of the financial statements issued by the system.

Verify that the engineering workflow is optimal and that there is no required development should be done.

Verify that the prepared reports for the company are working properly, and if there is any required development or revisions to be done.

E The user's page has inserted the appropriate "DASH BOARD" according to the required decisions needed to be made on a daily basis.
Verifying that there is a running cycle through the applied system ensures that manufacturing operations are not stopped due to any unavailability of some components of the manufacturing process, which always happens as a result of the absence of anautomated system to plan the production. Moreover, it gives the auditors powerful tools to achieve the supply chain and to decide if it is done appropriately, at the right time, and at the right cost.



- Any product details must be inserted on the system, and sufficiently secured against being copied, modified, or viewed. Our team will be busy with the adequacy of the inserted product details on the system, properly accounting the cost of the product, and ensuring that it is the cost of crude stores. In addition to ensuring the fair charging of wages and charges, and that such charge is equal to the actual expenses at the end of each month, because it affects the calculating correctness of the manufactured goods cost and the sold goods as well in the financial lists; it affects also the system ability to compare the planned and actual cost of production.
- 2 We will also be interested in verifying the properness of the issued production orders, and the consequents of production order closure represented in adding the total production to the store at the cost of materials and wages.
- 3 The system will be qualified to produce reports by analyzing the cost of manufactured goods on production orders, analyzing the cost of goods sold on stock exchange bills, and the subsequent analyzes of the secrets of the success of the process.

Health sector (hospitals and medical centers)

First: planning, operation and control:

- 1 Issuing an automated invoice through a comprehensive system, so that the prices are included through lists of prices and discounts on the same system, and the price is settled to the service according to the type of patient and possible ratios; and ensuring the instantaneous effects of all of the previously mentioned accounting on the accounting system.
- 2 Automatically Issuing periodic reports to the contracting bodies or syndicates of the revenues value resulting from all invoices charged to the authority or syndicate.
- **3** Supplies are dispensed immediately to the patient from the floor stores.

- Lists of package prices and doctors' fees must be inserted on the system so that it can calculate the cost for each patient as well as the doctor's fees.
- 2 Calculating the cost of one patient will be done immediately. One of the essential tests is to verify the efficiency of the applied systems.





1 Our team will be interested in verifying the capacity of the system to receive the statement of work with all its details. Then, to verify the ability of the Engineering Office to analyze the terms of the statement of work including: its most precise timings and engineering details putting the expected costs on the same system, the adjustments done during implementation; and the system's ability to monitor the performance developments and comparing to what was planned.

Such a test helps decision makers to have a proof tool for a lot of spends that may not be supported by documents, especially the services that are provided on the project land, and it is not possible to verify them through stores as the case of supplies. It helps also to find a reference to all what is actually performed according to the project plan. All this helps the decision maker to monitor the development of planned profits, phase by phase, during a single project.

- 1 During this stage we will be concerned with adequately operating the document of surveying the used quantities and its impact on both the sent extrapolations to the client and the accounting impact on the system for this document in regards to verifying the revenues, and its closure to its related cost after being approved from the project consultant.
- 2 Verifying the properness of the revenue of the period and the costs incurred will depend mainly on extracting a report from the system to analyze the costs of operations that have been closed from the budget account (operations in progress) will be a major requirement.

- One of the fundamental marks of the system success is to block importing any unwanted goods that the facility does not require. This can be done through warehouse reports, or automated production and sales plans and their compliance to the facility policies.
- Our teamwork will be concerned to verify that the import process cycle is completely operated on the system, starting from communicating with the supplier and issuing the purchase order to him, passing through obtaining the governmental import approvals, and ending by receiving the product in our stores. The cycle of obtaining approvals is often so complex that it requires an automated follow-up, otherwise the goods may reach the ports and not be allowed to enter.

Secondly, Finances:



All the incurred costs are saved on the system since the contracting date of shipment and the documentary credit opening until the moment it arrives in our stores. The system processes all the data and then to replace its items according to the appropriation costs, and assigns the cost of a unit for each category within the documentary credit, without any manual intervention. Then, to assign the cost according to the supply of stock for each category and according to its share and to a specific distribution method for each expense item (distribution is done according to cost, quantity, weight, volume, ... etc.).

This test allows our staff to verify automatically the appropriate function of the store unit without any human interference. A sound system of calculating the costs entails a sound system of pricing which concerns largely the decision maker./

- 2 During this stage, we will also be concerned with the adequacy of operating the cost documentary charged on the documentary credit, as well as verifying that expenses, which are not considered as an item of cost, are not charged to the cost. (For example, Value Added Text)
- 3 Extracting a report from the system analyzing the costs of documentary credits that have been transferred to stock will be a main requirement to verify the integrity of the cost of items that have been included in stock. Those expenses that are still pending in the budget as a documentary credit have not been closed yet and the goods have not been included in the store.



We will be concerned with the mechanism of issuing the sales coupon original copy and a set of copies that confirm the prevention of any deviation in the quantities, prices or values between the original coupon and the different images and what is collected from the customer.



2 Our team will also be busy verifying that all the fixed assets that have been transferred on the site have been transferred on the system, and that they are working efficiently under an automated system to achieve the periodic

maintenance work to ensure monitoring the assets and its efficient working.



Secondly, Finances:

At the end of each period we will be interested in reaching the cost of the actual cube meter at the end of implementation of the production order.
It will be important to extracting a report from system that includes: the analysis of the planned quantity, the actual quantity, costs that have been converted to a store production. Such process is done to ensure the proper cost of the inserted types in the stock and prepare them for sale.

The system is able to extract an independent income statement for a single site; through which you can monitor the results of the site's work.

Verifying that all the clients and the resulted projects and functions within each project, and the employees are processed on the system. Such thing achieves the capacity to separate the various professional competencies and to distribute the responsibilities, Measurements Module must be activated (the Roller - as in law offices) that by its virtue it is possible to verify the properness of finishing the work in the right time and done by the responsible person in the specified place.

In this phase, it is necessary to check the integrity of registry document that records time and daily expenses. No other irrelevant tasks are allowed to be registered. This user is committed to work certain hours in the planned time.

Secondly, Finances:

U Calculating the cost of the single project by correctly calculating all the tasks or the client's costs in details, which attributes accounting effects on the accounting tree.

- 2 It is necessary to extract a report from the system that analysis the costs of the executed projects during the assigned period. After that dropping it from the accounts to the costs in the list of incomes. This is to realize the principle of comparing the costs and the incomes.
- 3 One of the tasks as well is to make sure that the system has correctly calculated the time cost pertaining to the project, and the cost of the paid hour from the salary during the month.





1 Each contracted artwork will go through studying its costs, term, the responsible, and placing it on the system under the planning budget document. These items will be the criterion during the operation so that all agreed upon items in the budget run properly whether the spending occurs through ash, bank transfers, or the savings in accordance with the granted authorities. The system is qualified to stop, in case, such extra expenditures.

Secondly, Finances:

We'll be faced by the difficulty of the criterion of these expenses for such projects. This is due to the fact that all the expenses happen inside the locations and there is not any kind of documenting that it benefits the project. Thus, there are activated measurements during the budget issuing and comparing what has already spent to the planned expenses.



Verifying the integrity of sales plan document for a period of time and what follows from the contact items for the future clients including: quantity, delivery date as recorded on the system. It is necessary as well to ensure the require raw materials to execute the plan in the due time. This is followed by planning documents of daily collection bonds, and the consequent delivery authorizations, and the subsequent sales invoice in the quantities delivered during a period, then to ensure the integrity of the reports that clarify the implementation of the scheme and there aren't any deviations.

- U Verifying that each concrete effort has been processed on the system in a way that achieves the integrity of calculating the cost of the manufactured meter, the sold one, and the delivery time to the customer through a single document that contains all the data, the delivery, invoices and the totals to prove the income.
- Verifying what was spent from the mixer matches the issued sales invoices from the system, and that the delivery document automatically dispenses the components as recorded on the system from the warehouse as the calculated costs in case of purchasing.

- 3 Ensuring that the collecting sheet transfers what has been manufactured to the final production store (each meter at the cost of its manufacturing) according to the effort and other specifications that control the cost.
- 4 Verifying that the prices are recorded at the customer level on the price list, and that there is no room for human intervention in the selling price per square meter.
- 5 Verifying that the materials that, received from the customer as a safe deposit, have been included in the store deposit box and that their processing on the collecting sheet did not include a cost for them.



- (1) Verifying that there is a plan document for equipment operation for a period in the light of customer contracts the followed periodic operation orders for each single equipment.
- 2 Verifying that all equipment and its accessories are registered on the fixed assets register, and that each equipment has recorded its useful life, whether in operating hours or kilometers.
- (3) Verifying that all maintenance work, in all its forms, periodic or preventive, is recorded on the system; that the order document of the maintenance work is executed within the limits of what is recorded in the maintenance plan for each asset, and that the user cannot withdraw spares more than what is documented n its due periodic maintenance times.
- 4 Furthermore, finding a relationship between the number of operating hours recorded on the equipment and the amount of used fuel.



Secondly, Finances:

U Verifying the integrity of calculating the operating cost for each equipment, whether from spare parts released from the store, or the processed manufactories on work system.



Ensuring that the net value of the asset, shown in the asset register, is not zero although the asset is in service.

3 Verifying that the equipment rental bill calculates the rental time from the moment of issuing an equipment rental document to its closure.



Verifying the full operability of the distribution plan document for a period of time, in accordance with contracts with customers and its subsequent together with the operating documents for the lines.

- 1 Verifying that all distribution vehicles are defined as warehouses and linked to the account tree within the inventory. The value and quantity of goods can be analyzed easily, and not through intermediate accounts because over time they cause to accumulate undissolved amounts on the items within these intermediate accounts, and the person responsible for them is unknown.
- 2 Verifying that the applied system allows each representative to issue immediately an order for payment from his vehicle for the customer, and that the collections are also made on the system and on the same sales invoice number. Such a test gives the auditors the tools to verify the integrity of both the stock and cash balances, step by step, as well as to verify that there are real data about customers on the system, and not at the representatives of the agents.
- 3 Verifying the integrity of receiving or reviewing periodically by store managers the balance of the distribution vehicles stock and the properness of operating the transfer document to return the goods from the vehicle to the specialized store, i.e. the ability to verify the safety of the balance.

- Verifying that all units are inserted on the system whether the paid sold ones or the unpaid ones, or it isn't sold or reserved.
- 2 Verifying the CMR system is working properly and that the client's name is identified since his first connection according to the granted authorities to the users. Coding the client's name more than one time on the system causes human faults by mistake or design.
- 3 Ensuring that each taken measurement by the sales man has an immediate effect on the data base so that no unit is sold more than one time.
- 4 The system processes all different kinds retails. Our team is engaged that all contracts are registered and issued from the system with all its full data. There are registered samples on the system and then to be printed out after inserting the customer's data.

Secondly, Finances:

Verifying that revenues and costs are balanced and their effect on the balance of real estate investments in the budget, as well as the integrity of the system for issuing the receipt voucher of periodic installments, maintenance payment, and its relationship to the sale contract.

- 2 Verifying the integrity of accountings effects on the system when coding a unit as real estate investment and Maintaining the system process through a reservation document and then by selling contract.
- 3 Verifying the integrity of the cycle of receiving checks and advance payments and their automation, then their delivery for collection, then the properness of placing between the unit and the customer.





 Verifying that the system is capable of improving the performance and all the resources are linked together. We put systems to reduce the misuse of resources, and to observe the daily ratios of products to monitor production costs. Hence, this leads to achieve the customer satisfaction by improving the quality of a product with a good price and fast delivery.

- Verifying the integrity of the balance between what is realized from revenue and the corresponding cost, with the development of systems to control costs and expenses with changing sales rates to maintain the minimum operational process.
- 2 Verifying that the system responds to the effects of changing raw materials prices in the market with purchases items.
- 3 Calculating the cost of revenue correctly and automatically by adjusting the meal tree and the ingredient tree for each meal. Our team will take a sample of the items and manually review their cost and match the result with the results from the system.
- 4 We will also be engaged with monitoring the daily increase and shortage of items and cash, and their accounting processing on the system.

- 5 Control Risks are increased when there are two separate systems one for the hosting and one for accountings, and another for deliveries. The risk increases when there is more than one system that subsequent the human intervention that is circled with dangers.
- **6** Verifying the integrity of the stores balance, although the balances of the stores are not inflated in such activities, monitoring the safety of the daily movement will be an important indicator of the absence of the surplus revenues that are due to occur outside of the account. Furthermore, verifying the release of a lesser quantity of raw materials than they should be means a lower quality, and the release of a greater quantity will be a waste of the facility's resources, with the verification of the absence of intermediate accounts. Therefore, the control over the movement of inventory in such activities represents a safety valve for the financial cycle.



- 1 Verifying that there is a sales plan document for a specific period of time inserted on the system. As a result, there will be a purchasing plan that can achieve a balance between the accumulation of inventory and meeting the customer's needs.
- (2) Verifying that the system achieves a specific, central price list, through which the instant pricing of products is carried out, and that the powers to grant specific discounts on specific branches, products, or times are ensured by a set of authorities make it impossible to penetrate the pricing system.
- Verifying the integrity of the procurement realization cycle and that the applicable policy prevents any wrong practices, in terms of price offers which are decided upon by a committee, or the business owner or a list name of suppliers. All purchases are supported by a systematic serial numbered stock add-vouchers which are linked to a document includes the price and the value from the supplier. It is important to check that the inventory document is capable of monitoring deviation in the items which have deviation, and to process automatically this settlement associated with the discovered deviation so that the periodic inventory process not to be impossible.

Secondly, Finances:



- Ensuring the adequacy of the stores balance in terms of quantities, the integrity of the system application of stock costing policies, the conduct of a real-time inventory of the important items, and the properness of the application of stock closure policies and the subsequent cash balances.
- 2

 Easily extracting reports of the profitability of a department, a sector, or even a single category.

- 1 The system is capable to develop a sales plan according to the customers' contracts, followed by a production plan in light of the amounts in stores and the available production capacities, then to put a purchasing plan in light of the two previous plans taking into consideration the demand economic quantity and the required preparation time.
- **2** Verifying the coding of all spinning machines on the system.
- 3 Verifying the integrity of applying the exchange policy from stores to each machine, in accordance with the production order specified by the production planning department and with the production plan for a period; as well as with the policy of disbursing spare parts and stock.
- 4 The integrity of activating production orders will be difficult, especially in the case of changing the formulations and specifications according to the customer.

Secondly, Finances:

① Among our main concerns is to monitor the integrity of the stores' movements or values, whether raw materials, in operation, with others(in dyeing or washing), or the final product; because these movements will have a financial impact to show the cost of manufactured and sold goods in the financial statements. 2 One of the notable points in the success of the activation is: Controlling raw materials delivered as deposits and excluding their cost from the production order, followed by auditing.

3 Verifying the system ability to process each machine, including the processed spare parts is among the precise works in the activation process.



- 1 It is necessary to verify the maintenance plan document, which includes: the customer's sites, the required maintenance works and their dates for each site, and the equipment within the same site and its periodic maintenance plan.
- 2 There must be a session to send the technical and financial offer to the client and obtain his approval on the system. A notification will be sent to the specialist as soon as the approval is electronically received.
- 3 There must be a plan document for the cleaning works. It assigns the responsible persons in the payroll module of the system.
- 4 The system must include notifications sent to the administrator when the maintenance or cleaning process is due, for the site or an equipment.
- 5 The system must also include a purchase plan document specifying our requirements in accordance with an agreed upon maintenance plan.



Secondly, Finances:

U Verifying the system capability to correctly calculate the single project cost in its different forms such as the monthly paid work force, or the daily paid workers. In addition to that, the project cost including: raw materials for cleaning, security or maintenance, in addition to the share of one project in the indirect costs.

- 2 The integrity of projects costs will be the corner stone of the pricing sale and the actual plan.
- 3 The highest controlling risks is to realize the cost of revenue item in the financial statements. Hence, it will be subjected to great deal of checking out and verification through the system. One of the main goals as well for any decision maker is to audit the selling vouchers and its applicability to the client contract.



- (1) Our work team will be interested in formulating internal control systems that secure the adequacy and integrity of the purchasing process, as well as the completeness and accuracy of stock additions.
- 2 The stock integrity of different sales, from different branches on the system will also be a major goal in the core review process. There are no intermediate accounts and if they exist, we'll check its beeping mechanism.
- **3** Putting control systems to protect cash.



- 1 There is a great deal of control risk on the cost of sold goods, the integrity of the system applied policies, and the properness of the granted powers to the workers. A staff member will also be concerned with monitoring the processing of sales of imported products. Any intermediate accounts within the system will be the subject of checking and monitoring due to the resulted control crises that occur over time.
- 2 One of the main tests is to check that the inventory matches some items in order to ensure the adequate link between what is registered on the system and what really exists.

The Board Members and the Executive Partners





CEO

Legal accountant and auditor of joint stock companies has more than 23 years of experience in the field of activating systems, auditing and taxes for many start-ups and many medium-sized companies in several Arab countries, where he runs the company's branch in the Emirate of Abu Dhabi and his achievements record full of success stories and specialized literature.



And another book, "The New in the Joint Stock Companies Law 159 of 1981".



Legal accountant and auditor of joint stock companies Experience of more than 20 years in the field of activating financial systems for construction companies in the Gulf countries, pharmaceutical manufacturing companies and other specialized industrial and commercial sectors and has many articles on the importance of digital transformation for companies from more than 15 years, Attia Hamdy holds Received a BA in Commerce from Mansoura University in 2000.

Tamer Moahmad Nosair

Tax Planning Partner

Legal Accountant has more than 18 years of experience in the field of automating tax systems. Contributing to the formulation of a tax liability through which the entity can deal with all tax laws in any country in which the facility was operating while giving the manager flexibility to change laws and the system's response to the effects, whether that change is retroactive or future. Tamer Muhammad Nosair holds a Bachelor of Commerce from Ain Shams University in 2002.

Amer Ibrahim

Member of the Board of Directors for Auditing

More than 22 years of experience in auditing work and worked in many Gulf countries, through which he applied the highest standards of business quality in auditing work for many different sectors, especially the contracting and the medical sector. However, Amer added to it the Arab culture in contracting management from the bifurcation of types of discounts, insurances, etc. He holds a Bachelor of Commerce from Cairo University in 1997.









Mostafa Hosni



International Tax Partner

A chartered accountant and auditor with more than 14 years of experience in electronic systems auditing by testing existing systems and their effectiveness in achieving the facility's policies and the safety of its operation of the data it receives. Hosni worked for a long time in the Emirate of Dubai, specializing in electronic audit work for a group of different companies as a consultant. He holds a Bachelor of Business Administration in 2006 and holds a postgraduate diploma in Accounting and Auditing, Faculty of Commerce, Ain Shams University in 2013, and holds a tax agent in the United Arab Emirates in

2019

Amr Farag



Executive Partner - Planning and Development of Internal Control Systems

A legal accountant with more than 11 years of experience in the business of automating operating systems in various establishments. Amr Farag holds a Bachelor of Commerce in Cairo University in 2009. 2019

Mohammad Tohami



Executive Partner - Operation of Industrial Activities

More than 12 years of experience in automating cost systems as he contributed to the formulation of many advanced systems to calculate the cost of the manufactured product moment by moment through loading rates that were always very accurate and loaded onto the system to calculate the cost of production, piece pieces and moment by moment. Tohamy holds a Bachelor of Commerce at Ain Shams University In 2007.

Mohamad Ibrahim



Member of the Board of Directors for Information Systems Affairs More than 13 years of experience in developing, operating and managing the infrastructure environment for information systems from networks and servers as well as his proficiency in global reporting operating systems, which enable him to extract the reports that are required of him from any local or international system and develop the system in a way that meets the requirements circulating in the country's culture and achieve the requirements Countrywide Legal Compliance Mohamed Ibrahim holds a BA in Management Information Systems in 2007.

Mohamed Abelrahman

Member of the Board of Directors for Personnel Systems Affairs More than 10 years of experience in the field of human resources. He has participated in many work of developing operational systems for individuals in various sectors, whether industrial, contracting, service and commercial. He has long experience in automating all matters of individuals and preventing human interventions. Mohamed Abdelrahman holds a bachelor's degree in foreign trade, Helwan University in 2010

Alaa Eldebeki



Member of the Board of Directors for Legal Affairs

He has experience of more than 25 years in corporate law and he has the lead in drafting the legal compliance standard for companies through automating the legal rules required for holding general assemblies, renewing licenses on legal dates, attending sessions, and so on, which facilitates the performance of the company's legal administration, Alaa Aldebeki, graduate of the University of Law Assiut in 1993.



Emirates Branch Partner

Partner and manager of the Dubai branch in the United Arab Emirates. He has 8 years of experience in the work of holding public accounts, auditing and tax works for many sectors, especially the pharmacies sector, the educational establishments sector and the advertising sector. He contributed to the development of a module to automate the discretionary budgets of companies. He is considered one of the first Egyptian accountants who worked in the Emirate of Dubai since the beginning of the application of the new tax laws and regulations to the Gulf region at the beginning of 2018.

He holds a Bachelor of Commerce from Ain Shams University 2013.



Ayman Abdel Moneim

Accounts Management Partner

Mr. Ayman Abdel Moneim Abdel Wahed Hajar, partner of the Book Keeping Department He holds a Bachelor of Commerce from Ain Shams University in 1983, good grade, worked in the Accountability State Authority from 1985 to 2022 in technical positions in the agency up to the first undersecretary of the ministry. 37 years of experience in the field of auditing companies' accounts, the public business sector, joint stock companies and the New Urban Communities Authority with various activities (housing / industrial / contracting) as well as auditing companies under liquidation.

Our Business Consultants

Abcom Management Consulting Company "Ibrahim Afifi & Partners"

Our partners in the issuance of industrial licenses, government transactions, industrial land allocation, and industrial security approvals.

Mr. Abdel Hamid El Sharkawy

Our consultant in feasibility studies and evaluation for companies

More than 13 years of experience in evaluating companies, finding investment alternatives for them, developing scenarios for adding branches or sister companies inside or outside Egypt, and the necessary business plans, feasibility studies, expected flow lists and other reports that are used for these purposes.

Mr. Maher Abu EL-Elaa

Our consultant in the work of social insurance and labor laws

Experience of more than 25 years in the work of social insurance for companies and labor laws, and the development of administrative plans to ensure that the facility is not exposed to administrative crises

Our Clients are partners of success



Slogan	Activity	Company	Sector
Pharma SAL	Medications	D.P.K for pharmaceutical industry	
	Medical, Diagnostic, and Treatment Services	El-Nahar Specailzed Hospital	
iogollLaise	Eye Tumor Surgeries	Eye World Hospital	
LifeCare	Manufacturing Medical Supplies	Life Care for Surgical Machines	Medical Sector
P H A R M A	Manufacturing and Distributing Medicine	Vortex Pharma for medical industries	
	Manufacturing and Distributing Medicine	Higent for medications	
C PRANKA ZAD	Manufacturing and Distributing Medicine	Pharma Zad Company	
	Manufacturing and Distributing Medicine	The Golden Queen Company	

Slogan	Activity	Company	Sector
PHARMA RIGHT	Manufacturing and Distributing Medicine	Pharma Right Group	
Medical CID	Trading and Distributing Medicine	Medicina Medical LTD	Medical Sector
BUTCHER	Manufacturing marbles and granite	Butcher Company for Marbels	Quarries and
EL HADA	Extracting	Al-Nada Construction for Quarries	Crushers Sector
The second secon	Manufacturing marbles and granite	Marmo Royal	
PASCOB	Manufacturing electronic scales	Al-Ahmadia for Scale	Electronics
Kanal photo haven Andre and desaren Martin and desaren Martin and desaren	Manufacturing and Supplying fire extinguishers	Modern Systems Engineering Company	Sector
	Manufacturing Electronic Devices	G-Tech	
	Project Management	Key Facilities	
ARKAN	Real Estate investment	Arkan Developers	
PiDar	Real Estate investment	GDAR	Real Estate Sector
RANKA BIX	Real Estate investment	RAKAEZ	
Alliant Alaciti	Real Estate investment	Leila Group	

Slogan	Activity	Company	Sector
EDGE	Constructions	The Edge Construction co.,inc	
	Public Contracting	Al-Muhammadya For Public Contracts	
	Public Contracting	Al-Nada Construction	
	Public Contracting	ELCW	Contacting Sector
	Public Contracting	Auto max (U.A.E)	
	Contraction and Building	CDI	
Research D.C. appr	Contracting and Distributing Cement	Al-Muddather	
موتجيني	Monginis Factories	Monginis	قطاع المطاعم والصناعات
Líixer	Manufacturing and Distributing Desserts	Luxer for desserts	غذائية
	Café Management	Espresso Perfetto	
حدید العشری ASHRYSTEEL	Metal Industries	Ashrysteel	
	Metal Industries	جيميكا للصناعات الحديدية	قطاع التصنيع
	Oil Recycling	Al-Watinyah for Oil Recycling and Transporting toxic wastes	

Slogan	Activity	Company	Sector
CHEMVET	Fertilizers and Pesticides industry	Chemvet (Jordon)	
HYPERCHEM	Animal fertilizers	Hyperchem (Jordon)	
COATECH	Manufacturing Electrostatic Paints Powder	Coatech Paints Technology	
	Manufacturing Talcum powder	Egypt Talcum	Manufacturi
	Manufacturing Glass	Kuds For Glass	
Aita Masr Jar para	Manufacturing Paints	Alfa Masr For Paint	
	Publicity	Hama Film Production	
SCOPE	Publicity	Scope	Advertising Sector
Smr	Publicity	GMT	
AL SERB	Clothing	Al-Serb For Men's Sewing (U.A.E)	
1 Winds	Clothing	Elethad .Clothing Co	Clothing Sector
ELSALAM	Clothing	ElSalam Causal Wear	
HELIOPOLIS	Clothing	Helioplis	

Slogan	Activity	Company	Sector
<u></u>	Cosmetics	Beauty and Byond International	Cosmetics
Encar Contra	Cosmetics	Romany Center	Sector
EXPERTS.B.S	Software Programing	Experts	
تها سوقت	Software Programing	NamaSoft	Programming Sector
channelit	Software Programing	Channel IT Egypt	
4254	Managing Services Companies	Majid AlSkaikh legal Consultancy (U.A.E)	Services Sector
Copies	Customs clearance and Shipping	MFB	Import& Exports& Logistics
	Ships Repairs	Paclash	Manufacturing Marine Equipment





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