



**OfficeLogik**

From The Briars Group



**SERVICES**



# WELCOME ON BOARD

One Team, one Time-zone, One Language = One Solution!

## **A Truly Global Service**

We are specialists in establishing operations in new territories and ensuring that you are fully compliant. Our services can be tailored to your needs, allowing you to land & expand in your chosen territory and enabling you to focus on your international growth strategy.

With our extensive experience in global corporate services, we will support you on your journey and our priority is to ensure that your growth plans are successful.

## **Our Clients**

Most of our clients are focused on international expansion and operate across a wide range of industry sectors including but not limited to: oil and gas, research & development, fin-tech and cyber-tech.

All clients share the same concerns: how best to expand whilst retaining control and visibility of global compliance.



# SERVICES

- International Human Resources
- International Payroll
- International Tax
- Accountancy
- Banking & International Payments
- Foreign Currency Transactions
- Company Secretarial
- PeopleLogik



# COUNTRIES COVERED

(not exhaustive)

## AMERICAS

- Canada
- USA
- Brazil
- Chile
- Colombia
- Mexico
- Panama
- Peru

## EMEA

- Austria
- Bahrain
- Belgium
- Czech Republic
- Denmark
- Finland
- France
- Germany
- Greece
- Hungary
- Iceland
- Iraq
- Ireland
- Israel
- Italy
- Kazakhstan
- Luxembourg
- Netherlands
- Norway
- Poland
- Portugal
- Romania
- Russia
- Spain
- Sweden
- Switzerland
- Turkey
- Ukraine
- UK

## ASIA PACIFIC

- Australia
- China
- Hong Kong
- India
- Japan
- New Zealand
- Philippines
- Singapore
- Thailand



# INTERNATIONAL HUMAN RESOURCES

Employment law places heavy demands and obligations on all businesses, irrespective of size.

We will guide you through this complex maze and become your own HR department, taking care of all your obligations - wherever they may be.

- International mobility
- International Assignments & Policies
- Employment Contract, Handbooks & Policies
- Work Permits
- Employee Benefit Schemes
- On-boarding & Off-boarding Employees
- Pre-Employment checks
- Benchmarking
- Global HR Administration

A hand in a dark suit jacket points upwards towards a glowing, rectangular button with the word 'PAYROLL' in white capital letters. The background is a vibrant blue with a hexagonal pattern and a subtle grid of dots. The entire scene is framed within a circular cutout.

# PAYROLL

## INTERNATIONAL PAYROLL

Our fully managed payroll service is tailored to your requirements, wherever you are in the world.

Using our international banking facilities we are able to make payments to most countries in most currencies, ensuring that your employees are paid correctly on time, every time!

- Global reporting
- Electronic Approvals & Processing
- Local Country Compliance
- Procedures Manuals
- International payments
- Electronic or Manual payslips



# INTERNATIONAL TAX

Tax regulations can be complex, so we will take the time to understand your objectives and focus on helping you to achieve them.

Whatever the size of your business, we'll work with you to help you manage domestic and cross-border tax affairs.

## **Just some of the aspects of tax that we will help you with...**

- Domestic and International Stock Schemes
- Expatriate Tax Protection & Tax Equalisation
- International Transfer Pricing
- Corporation Taxes
- Individual and Employee Taxes



# ACCOUNTANCY

Whether it's your first day of trading or you operate with an established finance team, the onerous, time-consuming and complex statutory requirements for accounting and reporting remain the same. Let us take care of it for you.

We provide a comprehensive accounting, payments and administration service. One that is scalable, portable and flexible enough to respond to your constantly changing needs.

Whether you operate on a cloud-based platform or use an in-house solution, we adapt to suit you.

- Management & Statutory Accounts
- Local Country Compliance
- Business Taxes
- Sales Invoicing & Credit Control
- Purchase Ledger
- Banking & Payments



# BANKING AND PAYMENTS

Our experienced banking team will fully manage your bank accounts and payments in almost any currency, and to give you peace of mind our transparent tracking will provide statements at the touch of a button.

## **Client Bank Accounts**

We are able to open client bank accounts within 5 days to handle most currencies. We can then make your supplier and employee payments directly from these accounts and provide regular statements.

## **BACS Direct Debits / Direct Credits**

We are a registered UK BACS Approved Bureau and can therefore collect Direct Debits on your behalf and also make Direct Credits to your suppliers and employees. Our specialist BACS-IP software ensures that we remain fully compliant with current legislation.





# FOREIGN CURRENCY TRANSACTIONS

In 2016 Briars partnered with OFX to offer our clients optimal exchange rates by removing the middle man and ensuring that our clients paid only the actual management costs. You can use this service directly, or we can manage the payments for you.

By using this services our clients:

- pay only 1% charge (saving typically 3%)
- avoid excessive commission rates
- make transfers within 24hrs (instead of 3-4 days!)
- work directly with the currency dealers, if preferred



# COMPANY SECRETARIAL

Company secretarial services that keep your business compliant. Our experienced team keep up to date with changing legislation so that you don't have to, leaving you free to do what you do best - running your business.

## Here are some examples of how we can help you:

- Company and Establishment Formations & Closures
- Statutory Books and Registers
- Statutory Filings
- Management of Board Meetings
- Drafting Minutes & Resolutions
- Provision of Company Secretary
- Registered Office service



# PeopleLogik

Our Global Secondment option will minimise, or in some circumstances eliminate, the creation of a corporate footprint ('taxable presence') in a new territory until you either wish to be there, or local rules dictate that you are!

PeopleLogik works in most countries and through this option we employ personnel and then second them to you. We remain fully liable as their employer and you reduce your operating requirements.

Throughout your time with PeopleLogik our specialist teams will monitor your use of this service to ensure that you remain compliant.

For more information please download our PeopleLogik brochure, or contact us at [peoplelogik@briarsgroup.com](mailto:peoplelogik@briarsgroup.com)

# WHO ARE BRIARS?

We are the preferred team to support entrepreneurial businesses and corporate enterprises with international requirements.

Since 1991, we have provided high-quality services across the fields of People, Finance, Tax and Administration.

We offer a seamless turn-key compliant solution tailor-made to fit your needs so that you can focus on business objectives.

We love our clients and what they do, and hopefully you will enjoy working with us. So far, more than 1,000 clients located across the globe have been witness to decades of proven support, the Briars' way.

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