



## Your Business Process Outsourcing Partner...

*Improving quality*

*Reducing costs*

*Taking the weight off  
your shoulders...*

*...leaving you more time  
to focus on your core business.*

***We Solve Accounting  
Problems***



## OUR SERVICES AND SOLUTIONS

Basic bookkeeping and accounting  
Tax compliance  
Payroll administration  
Statutory reports and local filings  
Management reports  
Consolidation  
IFRS, US GAAP and other international reporting  
High volume transaction processing  
Process improvement  
Internal control implementation  
Implementation of Sarbanes Oxley  
Business planning, budgeting, controlling

Comprehensive outsourcing of finance and accounting function  
Fast clean-up – accounting and tax  
Qualified loan staff  
Start-up support  
Corporate administration  
Quick-start accounting package  
Systems integration support  
Training – IFRS, financial control & management  
Liquidation and wind-up administration  
Due diligence  
Management consultancy – decision support  
Experienced interim manager placements  
Regional shared service centre operation

### Outsourcing Benefits

#### *...Improving Quality*

- Share our knowledge and expertise.
- Use our diligent, motivated, trained personnel.
- Suitably skilled, qualified and experienced placements.
- Improve efficiency of internal processes.
- Implementation of effective internal controls.
- Improved management reporting and head-office reports.
- Creating “cultural change” in finance.
- Finance and accounting is our core business.
- The finance team become more customer focused.
- The service contract forces responsibilities to be defined.
- Nature and timing of reports is clear.
- Communication channels to departments are defined.
- Uncontrolled changes are avoided.
- Risk of audit issues is reduced.

#### *...Reducing Costs*

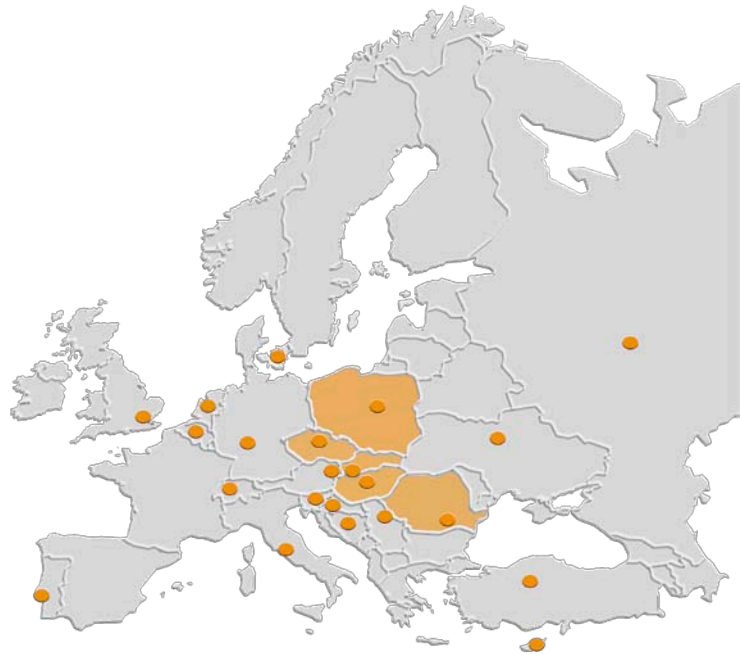
- Flexible access to expert resources and advice as and when needed.
- Hire extra resources at short notice to cover for peaks as needed.
- Locate to lower cost location.
- Reduce employee administration – recruitment, HR.
- Training and development of staff is our responsibility.
- Reduce risk of tax penalties.
- Shared use of our accounting systems.
- Reduce need for external specialist consultancy.
- Improved financial management and budgetary control.

# PROCESS SOLUTIONS GROUP

Process Solutions is an ex-Arthur Andersen Business Process Outsourcing (BPO) Group now operating a dynamic and rapidly expanding independent accounting business in the European region, delivering services to some of the largest corporations in the world.

Through our own offices and together with our partner network we deliver high-quality finance and accounting services for multinational companies in more than twenty European countries. Working in partnership with our multinational clients, our Group provides them with professional “hands-on” accounting support.

We assume responsibility for the operation, control and coordination of selected business processes. Our skilled people perform “hands-on” services directly within your business, from transaction processing and bookkeeping, to management of the entire finance and accounting function. This enables you to sharpen your strategic business focus, whilst we improve the performance of these essential but non-core business activities.



## **OUR PRIMARY FOCUS** is in providing finance and accounting related BPO services.

At Process Solutions, we provide a range of services designed to operate and support the finance and accounting function of your business. These start from a simple off-site bookkeeping service providing the necessary statutory compliance, to comprehensive outsourcing of the entire finance and accounting function for clients with more complex management reporting and controlling requirements. We also assume responsibility for operating specific limited processes or activities within the finance and accounting function, particularly where those activities require a “specialist” skill. In these cases, the client has determined, either for strategic reasons or purely on the grounds of economics, it does not wish to maintain the necessary specialist skills in-house.

## **OUR STRENGTH** is in our world-class people, knowledge and technology.

Our highly qualified and internationally experienced staff builds and share knowledge. Using state-of-the-art technology, we are able to create innovative yet practical BPO solutions that improve the operation of your business.

## **OUR PEOPLE** take care of your business.

They are dedicated to providing a highly professional service and are:

- Client focused – developing a good understanding of your business and interacting through regular communication.
- Innovative and continuously seeking and exploring opportunities to improve the efficiency and effectiveness of the processes we manage..
- Recognizing and responding quickly to your changing requirements.
- Seeing the issues from your business perspective.
- Responding to your needs with practical solutions

## **OUR VALUE** – We improve quality whilst reducing costs. The value we create in partnership with your business is shared with you.

Our services are delivered by teams of talented experts, with a wide range of particular skills, supported by state-of-the-art technology. You benefit from sharing in our service platforms and using the specific high-value-added skills on a flexible, as needed basis. This enables us to deliver outstanding “value for money” solutions, providing the specific quality you require, in an efficient way.

## **OUR SERVICE LEVEL** extends beyond delivery of the accurate, timely information your business needs and expects.

We operate as a seamless, integral part of your business. We understand, support and where appropriate, take on strategic and controlling responsibilities, typically associated with planning and budgeting, tax and management, including the CFO function. Where possible, we perform services at your premises to ensure that whilst you gain the benefits of outsourcing, you don't lose control or sight of your finance and accounting function.

## **OUR QUALITY MANAGEMENT** is built into the design.

We assure delivery of quality through the diligence and organization of our people. Careful selection of our talented people during recruitment is followed-up by continuous training and on-the-job development in a supervised structured environment. In this way not only can we assure work is allocated to appropriately qualified and experienced individuals, but that all work is supervised and outputs are checked.



## OUR REFERENCES

A.T. Kearney ▪ AAM ▪ ABB Alstom Power ▪ AEG ▪ Aikawa ▪ Alcatel ▪ Alpine ▪ American Express ▪ Amstel ▪ AP Sundance ▪ Apollo Tyres ▪ Arthur Andersen ▪ ASE ▪ Austrian Airlines ▪ Autoker ▪ Avaya ▪ AVIS ▪ AXA ▪ Balda Solutions ▪ Banco Primus ▪ Bloomberg ▪ BMW ▪ BPW ▪ Bridgestone ▪ British Telecom ▪ Burai-Kovács ▪ Cadillac ▪ Caterpillar ▪ Cemex ▪ CEZ ▪ Chevrolet ▪ CH Robinson ▪ CISCO ▪ CMB Crown ▪ Coca-Cola ▪ CV Online ▪ Dangaard ▪ Dewey Ballantine ▪ DHL ▪ Dispomedicor ▪ Douglas Machine ▪ DTZ ▪ Duna-Dráva Cement ▪ EarthTech ▪ Egis ▪ Electro World ▪ E.ON ▪ EQUIS ▪ eTel ▪ ESSO – ExxonMobil ▪ Fadesa ▪ FCI Connectors ▪ Fest és Kajli ▪ Firstmark Communication ▪ Ford ▪ Fosbel ▪ FTC ▪ GE Aircraft Engine ▪ GE Energy Services ▪ GE Medical ▪ GE Power Systems ▪ GM Opel Bank ▪ GM-Opel-Fiat JV ▪ GM Opel Southeast Europe ▪ GTL Gerdau ▪ Hankook ▪ HBO ▪ H.B. Fuller ▪ Hochtief ▪ HRG ▪ Ib Andresen ▪ Ibsen ▪ IC Company (Cottonfield) ▪ IKO ▪ Image Sound ▪ ING ▪ Ingram Micro ▪ K&H Bank ▪ Kodak ▪ Leaseplan ▪ Logicom ▪ Lufthansa Technik ▪ Lukoil ▪ Manulife ▪ Marriott ▪ Maxell ▪ Medeco ▪ Mexx ▪ MCI Worldcom ▪ Microsoft ▪ Mircal ▪ Modus Média ▪ MOL ▪ Moody's ▪ Nagase ▪ Nestlé ▪ Nespresso ▪ Nilfisk ▪ Nissan ▪ Novacom ▪ Novartis ▪ NRG Powergen ▪ Outokumpu ▪ Pepe Jeans ▪ Peroni ▪ Plaxton ▪ Plus ▪ Polaroid ▪ Quelle ▪ Randstad ▪ Raytheon ▪ Reckitt Benckiser ▪ Reuters ▪ Richter ▪ Rietschle Thomas ▪ RTL-Klub ▪ Ryder ▪ Saleslink ▪ San Benedetto ▪ SAP ▪ Sappi ▪ SaraLee ▪ Schering-Plough ▪ Schneider Logistics ▪ SC Johnson ▪ SEWS ▪ Shin Etsu ▪ Sláger Rádió ▪ Solectron ▪ Sony ▪ Stanleybet ▪ Summit ▪ TMI ▪ Tetra Pak ▪ TORO ▪ Tsuchiya Gumi ▪ UPC ▪ UPS ▪ VA TECH ▪ Vatera ▪ Weil Gotshal & Manges ▪ Wetra-XT ▪ WestLB ▪ Wizz Air ▪ Worldmark

*Success for us, is when ...*

*... "our clients count on us first" to resolve their finance, accounting and tax issues.*

*"Process Solutions helped us with very short notice to accomplish a difficult task. We appreciate their level of knowledge and the professionalism how projects are handled."*

*Herbert Wiesinger Director of Finance, Marriott Hotel Budapest*

*"We are highly satisfied with the service provided by Process Solutions to the Sundance group of companies, and have absolutely no hesitation in recommending them."*

*Grant Boyd-Gibbins CEO, AP Sundance*

## Process Solutions Group

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