

Corporate Secretarial Services

Your guide to corporate
compliance



Corporate Secretarial Services assists clients to manage and mitigate risks of corporate non-compliance. Innovative techniques coupled with years of professional experience help ease administrative burdens across functional and geographical boundaries.

The challenge of corporate compliance

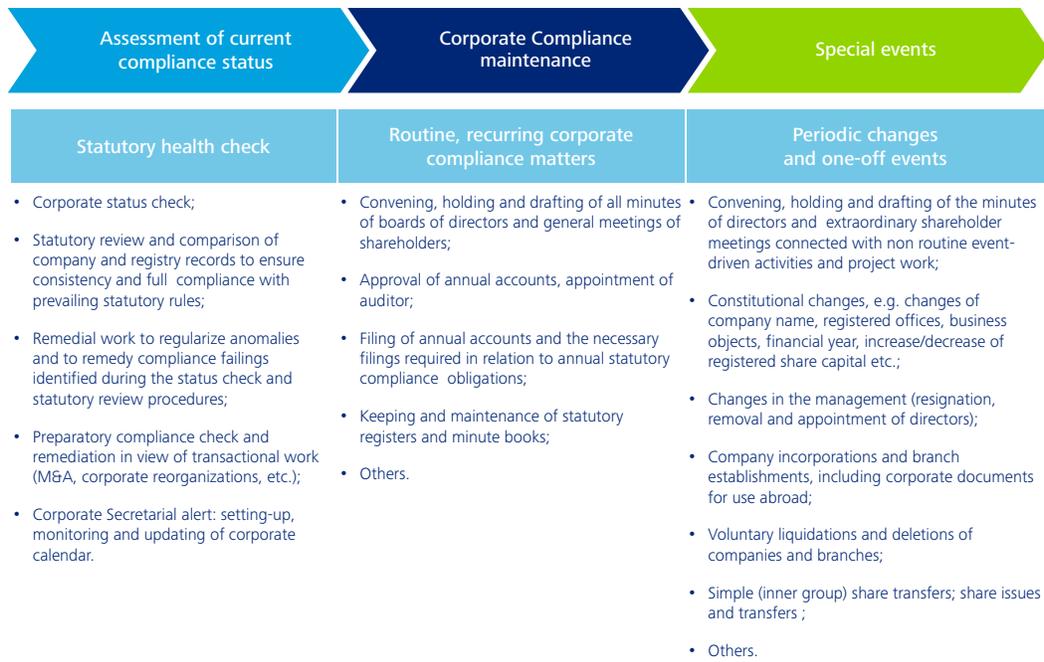
The introduction of Sarbanes-Oxley and ongoing changes in the legal environment brought about an unprecedented need for companies to implement rigorous internal controls and ensure effective management of legal entities on a global basis. This has become one of the major challenges facing multinational corporations and an onerous responsibility for their directors.

Furthermore, company directors are under increasing pressure of changing legislative requirements governing the administration of their companies and keeping up-to-date and compliant is more complex and time-consuming than ever before.

Corporate Secretarial Services can help guide you through the challenges and changes, easing your administrative burden and allowing you to focus on running your business.

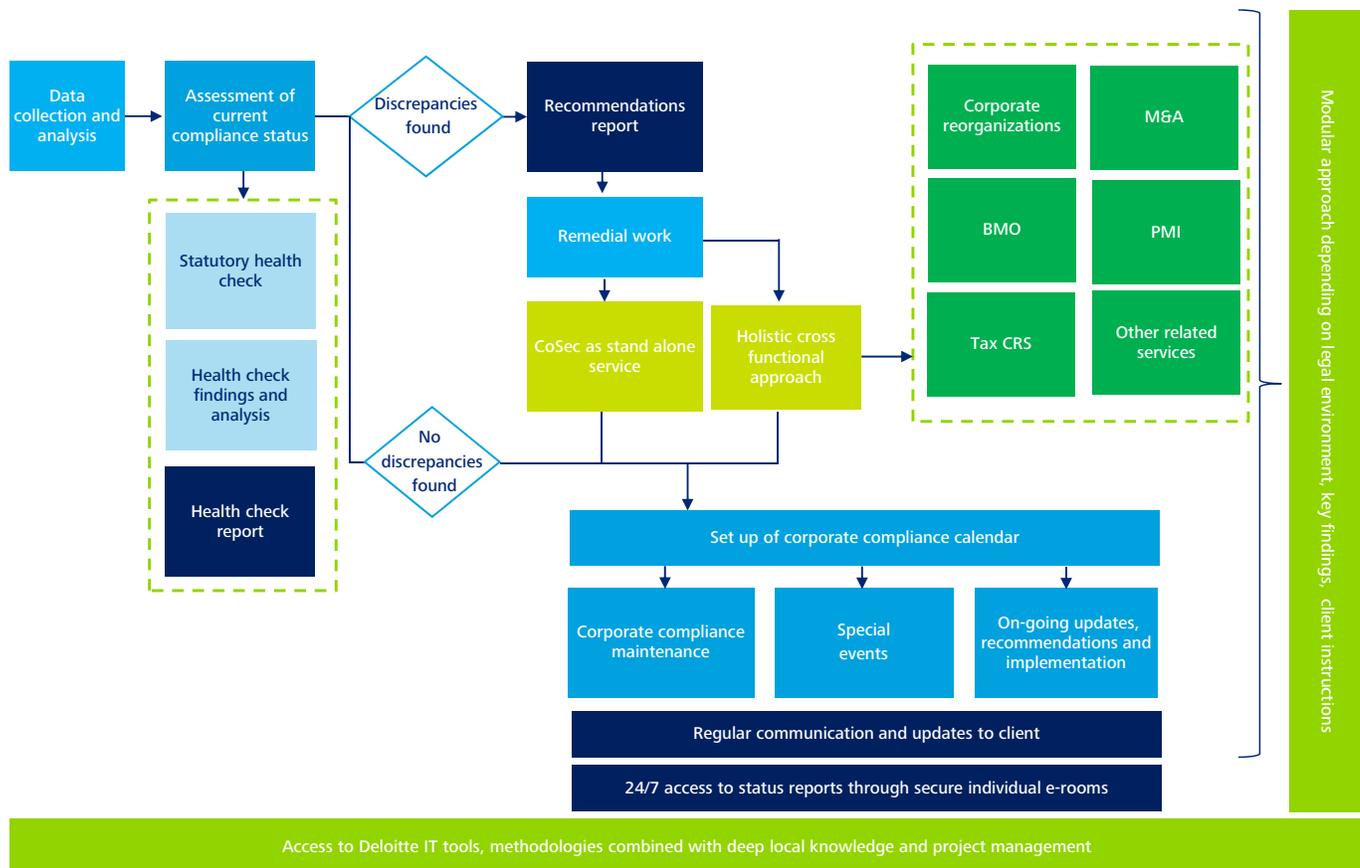
Failure to comply with statutory obligations can have potentially severe legal consequences for the company, its shareholders and directors.

Scope of services



Modular approach to assisting clients with corporate compliance

Corporate Secretarial services process map



■ Service
 ■ sub-service
 ■ Report
 ■ Recommendation
 ■ Other Deloitte Services
 ■ Deloitte approach

Consistent methodology and streamlined project management align worldwide Deloitte resources to achieve operational efficiency as well as help achieve balance between the complex corporate compliance process and strict statutory timelines in multiple jurisdictions.

Deloitte offers Corporate Secretarial Services as a stand-alone service, as well as strategically combined with other Legal, Tax, Consulting and Financial Advisory Services.

The power of a global network

Deloitte Legal practices rely on a network of more than 1,000 highly qualified and experienced member firm lawyers operating in numerous jurisdictions around the world. In addition, to address clients needs, the Deloitte network of lawyers cooperates with independent law firms in countries where legal services are currently not provided by Deloitte.

Deloitte member firm legal practices participate in multidisciplinary projects and work seamlessly with Deloitte tax specialists in international reorganizations, with financial advisory specialists in due diligence projects, with consulting specialists in regulatory compliance projects and much more.

Deloitte's global spread and the experience of its well-rehearsed teams in multinational and cross functional Corporate Secretarial Services assignments helps ensure a globally consistent approach.



Contacts



Joanne Whelan
Partner
Tax
T: +353 1 417 2463
E: jwhelan@deloitte.ie



Mary Shier
Senior Manager
Corporate & Legal services
T: +353 61 435541
E: mshier@deloitte.ie



Contacts

For more details please contact:

Joanne Whelan
Partner
Tax
T: +353 1 417 2463
E: jwhelan@deloitte.ie

Mary Shier
Senior Manager
Corporate & Legal services
T: +353 61 435541
E: mshier@deloitte.ie

Dublin
Deloitte & Touche
Deloitte & Touche House
Earlsfort Terrace
Dublin 2
T: +353 1 417 2200
F: +353 1 417 2300

Cork
Deloitte & Touche
No.6 Lapp's Quay
Cork
T: +353 21 490 7000
F: +353 21 490 7001

Limerick
Deloitte & Touche
Deloitte & Touche House
Charlotte Quay
Limerick
T: +353 61 435500
F: +353 61 418310

www.deloitte.com/ie

Deloitte refers to one or more of Deloitte Touche Tohmatsu Limited, a private company limited by guarantee, and its network of member firms, each of which is a legally separate and independent entity. Please see www.deloitte.com/ie/about for a detailed description of the legal structure of Deloitte Touche Tohmatsu Limited and its member firms.

Deloitte provides audit, tax, consulting, and financial advisory services to public and private clients spanning multiple industries. With a globally connected network of member firms in more than 150 countries, Deloitte brings world-class capabilities and high-quality service to clients, delivering the insights they need to address their most complex business challenges. Deloitte has in the region of 200,000 professionals, all committed to becoming the standard of excellence.

This publication contains general information only, and none of Deloitte Touche Tohmatsu Limited, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, the Deloitte Touche Tohmatsu Verein, any of their member firms, or any of the foregoing's affiliates (collectively the "Deloitte Network") are, by means of this publication, rendering accounting, business, financial, investment, legal, tax, or other professional advice or services. This publication is not a substitute for such professional advice or services, nor should it be used as a basis for any decision or action that may affect your finances or your business. Before making any decision or taking any action that may affect your finances or your business, you should consult a qualified professional adviser. No entity in the Deloitte Network shall be responsible for any loss whatsoever sustained by any person who relies on this publication.

© 2012 Deloitte & Touche. All rights reserved

