



Triple i Consulting

# Simplifying Business

**Incorporation**



**Immigration**

**Investment**



## MANAGING PARTNERS



**Atty. Ma. Cristina Laderas**

Admin Manager - Head Corporate Council



**Judah Hirsch**

Managing Director

A lot has been said and written about the benefits and advantages of doing business in the Philippines, as well as the competence and dynamism of the Filipino workforce. But how to start a business is another question that you must personally find the answers to, to be assured that you are making the right decision—the formation of business, the governance of your business once you establish it here, your rights and obligations, the legal consequences as well as understanding the taxes, licenses, regulations, government agencies involved, labor laws, etc. . Choosing the best business consultant for you is your first step in making things happen. Thus, before you begin the first step of your journey in the Philippines, you may want to take a look at our website and see what we can do for you.

Here at Triple i Consulting, Inc., we believe in forming a partnership with you in finding solutions to your business problems. Our determination is inexhaustible to make your goals happen by doing what is right for you under the Philippine Laws.

After having our services delivered to you, it is not the value of the money that we earned from you that is of foremost interest to us, but how well we have assisted you in achieving your goals and your satisfaction of the positive outcome.

We would like to personally welcome you here in the Philippines.

Let us talk about your business.



## Investment Grade

In the first half of 2013, the Philippines was declared investment grade by 3 credit rating agencies of whom two are part of the three major American debt watchers; Fitch and Standard & Poor's, with the third being Japan Credit Rating Agency, Ltd.

The reason for the upgrade is similar for all three organizations. Cited are the improved fiscal condition of the country crediting the government's efforts and consistent economic growth amidst the global crisis. Also mentioned are the abundant foreign exchange reserves reflecting an ability to meet liabilities incurred and the decline in foreign currency debt reliance, instead, opting to engage in alternative methods.

An upgrade from Moody's is expected before the end of the year, completing the goal of being declared investment grade by all three major American credit rating agencies.

Having received multiple investment status credit ratings, it is expected that loans granted to the government will have lower interest rates. This will hopefully result in more opportunities for improvement in aspects such as infrastructure and other government programs with the supposed increase in funding.

Lower interest rates will also apply for private corporations in the country.

## Asia's Tiger Cub

Formerly called "Asia's sick man", the Philippines is finally realizing its potential in leading Asia's economic progress as one of the four Asian Tiger Cubs.

Recognized as one of the top destinations for Business Process Outsourcing, the service sector has consistently been a driving force behind the country's burgeoning economy. Aside from this, the government has put into place programs to aid in the development of other lucrative sectors such as manufacturing and tourism.

## Superior Growth Rate

At the end of 2012, reports showed a 6.8% GDP growth rate for the Philippines, second in Asia after China. The end of the first quarter, however, saw the Philippines surpassing the aforementioned country, growing 7.8%.

Major organizations such as the World Bank, Standard Chartered and Citibank have expressed favorable outlooks for the country's economic performance, either raising or at least retaining their growth forecasts for it. This is in contrast with how the forecasts for other countries had been lowered after considering recent global economic trends.





## History

Triple i Consulting was founded in 2007 by Judah Z. Hirsch with the simple mission of providing consulting services to businesses in the fields of Incorporation, Immigration, and Investment in the Philippine market. In the past six years, Triple i has grown considerably to become one of the most respected consulting firms in the Philippines, providing over 50 different services in six verticals to MNCs and SMEs alike.

2011 was a momentous year for Triple i Consulting for that is when it received its ISO 9001:2008 Certification from RoyalCert™ International making it the first and only ISO registered Business and Management Consulting firm in the Philippines. Triple i continues to be one of the only ISO 9001:2008 service providers for a majority of its services offered. The ISO certification upholds Triple i's commitment to continued excellence and improvement.

In 2012 Triple i was pleased about the invitation to be the first member firm in the Philippines for the Geneva Group International. GGI is the largest independent network of professional service firms in the world with nearly 800 members in more than 70 countries expanding the services Triple i could provide to its clients across borders.

Also in 2012 Triple i opened two satellite offices, one in Makati City and another in Cebu, broadening Triple i's capabilities and reach within the Philippines.

In 2013 Triple i expanded yet again, securing new head office premises in Makati, taking its own floor in Salcedo Tower right in the heart of the central business district.

Triple i has grown throughout the years by adhering to its basic principles of transparency and always trying to give the client the best legal, accounting, and regulatory advice.

## Our Quality Policy

Triple i Consulting is committed to deliver effective and efficient consulting services to its clients.

Triple i Consulting is committed to ensure optimal and continual improvement of its services and its Quality Management System.

Triple i Consulting is committed to delight its clients through continual improvement of its Quality Management System.



## Our Vision

At Triple i Consulting, we aspire to help international and domestic companies recognize the Philippines as a premier investment destination and to be the biggest omnifaceted consulting service provider in the ASEAN region in 2021.

## Our Mission

Ultimately, our goal is to provide the highest quality business consulting in the Philippines to all clients who seek it.

## Our Values

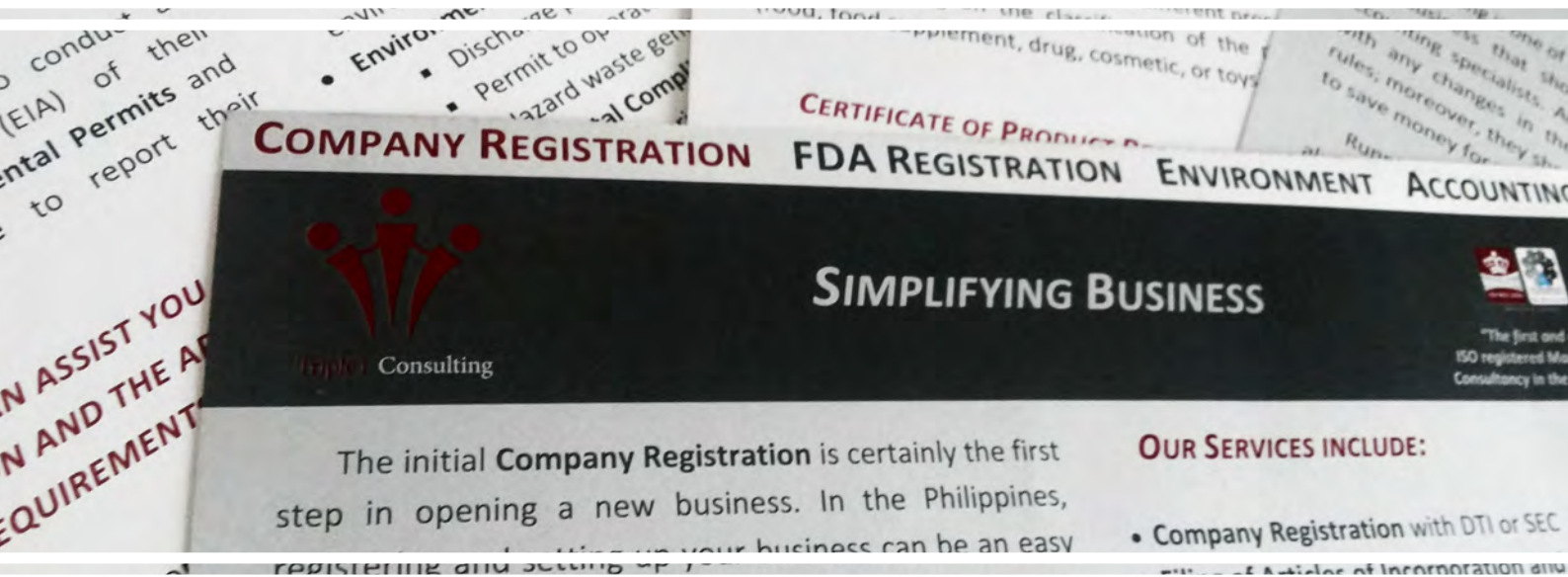
The Company has acknowledged with high esteem the significance of the role of its employees. As such, all employees shall observe standards of good behavior to create an atmosphere of mutual respect and to safeguard his/her rights in consonance with the following general principles and core values:

1. Customer focus – understanding, agreeing and satisfying the needs of both internal and external clients
2. Integrity – doing “what is right”
3. Personal and social responsibility – commitment to provide a safe and healthy working environment for all employees

4. Teamwork – Together everyone achieves more, sharing the same values
5. Non-disclosure of confidential information – Triple i’s intellectual property rights, expertise and trade secrets shall be controlled and protected; disclosure of any confidential information on the matter is strictly prohibited.
6. Respect for his/her superiors and co-employees
7. A genuine sense of responsibility to one’s job by performing one’s assigned tasks with highest degree of excellence and professionalism towards reaching the assigned sales quota
8. Wholehearted effort to uphold safety everywhere, at all times
9. One’s position or role in the Company shall not be used for personal gain
10. Reasonable or judicious use of Company facilities and resources within the limits as established by the company policy, rules and regulations



# OUR SERVICES



We offer a wide range of services, starting with providing assistance in incorporation up until the company's operations. These services are:

- Company Formation
- Corporate Compliance
- Trademark and IP Registration
- Tax Consulting
- PEZA & BOI Incentives Registration
- Accounting/Bookkeeping
- Payroll Services
- FDA Regulatory Compliance & Product Registration
- Environmental Permitting and Compliance
- Labor Law Consulting
- Human Resources Consulting
- PCAB Accreditation
- Feasibility Study Preparation
- Visa and Immigration Consulting
- Turnkey Office Solutions



The Philippines boasts of a thriving market and an abundance of business opportunities. Triple i Consulting simplifies the process for those who intend to establish their businesses in the country. By incorporating all services under one roof, Triple i helps clients hasten their entry into the Philippine market.

## Company Formation

The Philippines allows for many different types of corporate entities, each with their own purpose. Prior to beginning the registration, Triple i meets with its clients, seeking to understand their business better. In this manner, Triple i is able to offer the best suggestions and advice in accordance with the clients' specific situation.

The following list of are different business structures available in the Philippines, all of which Triple i can assist in the registration of:

- Sole Proprietorship
- Partnership
- Domestic Corporation
- Branch Office
- Representative Office
- Regional Headquarters
- Regional Operating Headquarters

## Local Business Registration

The Triple i Consulting team is made up of experts with regard to required official local registrations such as Business Permits, the Social Security System (SSS), the National Health Insurance (PhilHealth), the Home Development Mutual Fund (HDMF) and the Bureau of Internal Revenue (BIR).

## Tax Incentive Programs

Recently, the Philippine government has been taking steps in attracting foreign investors into taking an interest in investing in the country. Thus, different programs stating various incentives such as the Philippine Economic Zone Authority (PEZA) and the Bureau of Investments (BOI) have been implemented to encourage foreign investments. The experts at Triple i have vast knowledge in these programs and can help in registering with them.

## Intellectual Property

In order to help clients protect their intellectual property, Triple i has staff on board who specialize in Trademark due diligence search and application. Other IP protection services, such as Patent and Copyright, is an emerging practice.



Upon registration, all business entities are required to report to the Bureau of Internal Revenue and remit taxes, regardless of being operational or not. Considering the complex and ever-changing tax regulations being implemented in the Philippines, Triple i Consulting offers Tax Consulting under the expertise of Certified Public Accountants and Tax Lawyers.

## Tax Advisory

Triple i's Tax Advisory service includes opinion and study on applicable tax laws, correct tax treatment and amount of tax liability

## Tax Planning

Tax Planning includes identifying tax risks and ways to mitigate them, as well as offering recommendation on applicable tax reduction schemes.

Accounting is one of the most important success factors in any organization. All aspects of finance have to be handled with great care and attention to ensure your organization's profitability.

Considering how different countries have different accounting principles, it is wise to engage the services of a firm that could ensure that your accounts are in accordance with all existing principles of the country concerned.

## Bookkeeping

Keeping track of your records is essential in determining the financial status of your business by monitoring income and expenses in addition to complying with government regulations.

## Financial Reporting

Every organization requires monthly financial reports for its internal purposes. Triple i Consulting's accounting services department has extensive experience with providing financial reporting to large and small companies. With publicly traded companies both local and foreign, Triple i meets the clients' reporting needs that meet global standards.

## Payroll

Triple i Consulting is the official partner of Salarium™ in the Philippines, combining a cutting edge cloud based payroll solution with a world class professional accounting staff. Our payroll services also include the preparation of all payroll related forms and reports for social security, HDMF and national health insurance (locally termed as SSS, Pag-ibig and PhilHealth).



# FDA REGULATORY COMPLIANCE



Food, drugs, medical devices as well as health and beauty products are subject to uncompromising regulations anywhere in the world, and the Philippines is not exception to that. The Philippine Food and Drugs Administration (FDA) is responsible for ensuring the safety, efficacy and purity of all kinds of food, drugs, cosmetics, medical devices, toys or hazardous household items available in the Philippine market.

Engaging into import and export of the said products will require you to hold valid and complete certificates and permits.

## License To Operate

If you want to do business in any of the industries regulated by the FDA, you inevitably need a License To Operate (LTO) which is provided for and approved by the FDA. The LTO is a permit that allows you to undertake a trade or carry out a business activity in the Philippines. Dealing with the FDA requires an in-depth knowledge of all regulations it is most advisable to work with FDA experts to guide you through this very complex registration process.

## Certificate of Product Registration

Obtaining a Certificate of Product Registration (CPR) is a crucial element if you want to successfully deal with regulated products. Such certificates are required for each

product that you wish to introduce into the Philippine market.

It stands as proof that the product or material has been inspected, analyzed and tested and is in compliance with the requirements and regulations of the FDA and thus, meets their standard of identity, purity and quality.

## Product Housing

Finding a reliable importer and/or local partner has proven to be a great challenge for companies. When registering products under the name of a distributor, the distributor functions as the owner of the product registration and companies cannot freely transfer such without the existing distributor's consent. With product housing, Triple i *houses* the product under its own LTOs and acts as a third party in the clients' best interest.

## Clinical Trials

Any product which is considered a new drug in the Philippines, an innovator, next to innovator, or a new strength must undergo a clinical trial and may be subject to monitored release. Clinical trials are long and complex processes to undertake. Triple i Consulting has a full time medical director on staff with more than two decades of CRO experience for clients who require such.



Setting up a business related to the mining, agriculture, oil/ petroleum or construction industry can become a difficult and long process due to the Philippine government's strict environmental regulations. Several certificates are required and various assessments are essential in getting your project up and running.

## Environmental Compliance Certificate

Prior to starting your project, the Environmental Compliance Certificate (ECC) must generally be applied for. It certifies that the project will not have any significantly negative impact on its surrounding environment. The application must be filed with the Department of Environment and Natural Resources and the Environmental Management Board (DENR/EMB).

## Environmental Impact Assessment

The Environmental Impact Assessment (EIA) is done by conducting an environmental site inspection, mitigation, drafting of a monitoring plan and making recommendations on possible treatment facilities.

## Environmental Permits and Compliances

Other Environmental Permits and Compliances are further required in order to start your project. These include specific requirements.

- Compliance Monitoring Report
- Hazard Waste Generation ID
- Self-Monitoring Report
- Permit to Operate
- Discharge Permit

## Pollution Cases

Pollution cases are issued by the DENR to companies who do not comply and/or maintain the necessary environmental standards.

Organizations in breach of these standards must comply fully with required remedies or risk being exposed to significant penalties or closure orders.

With the expertise of its team of environmental specialists, Triple i Consulting can help you obtain all of these permits and certifications. Triple i is experienced in dealing with the DENR/EMB and will assist you to ensure finding the best solutions in order to meet the standards given.



## Labor and Human Resource Consulting

Conducting business in any new environment can be challenging. Philippine labor practices vary greatly from other countries in terms of laws and common policies prescribed by companies. Labor Laws in the Philippines are strict and complex and it is essential to ensure that you, as the Employer, are fully compliant to minimize your liability.

Triple i Consulting has a team of highly experienced Labor Lawyers and HR Specialists who will assist you with the different aspects of a company's HR department. We will ensure that your employment contracts and employee handbook are composed in accordance with applicable local Labor Laws. Our guidance and effort will aim to make your business productive and reach the zero labor case goal.

Triple i will provide you with draft documents clearly detailing and explaining the parameters that could be modified whilst still complying with the Philippine Labor Law.

## Feasibility Study

It is wise to determine the feasibility and the chance of success a business can achieve before setting it up. This success can be measured in different ways and achieved with

a variety of methods.

In determining the key factors for success, it is best to consult with experts who are knowledgeable in the specific market involved.

Triple i has on board a team of professionals who can help you assess the market as well as provide suggestions and prepare a marketing plan with the goal of helping you achieve the optimum level of success should you decide to pursue setting up the business.

## Philippine Contractors Accreditation Board Accreditation

The Philippine Contractors Accreditation Board (PCAB) was formed pursuant to RA 4566 (Contractor's License Law). The law aims to ensure the safety of the public and the growth of the contracting sector. Hence, the law provides that no contractor (including sub-contractor and specialty contractor) shall engage in the business of contracting without first having secured a PCAB license to conduct business.

Triple i's consultants are very knowledgeable with the latest PCAB requirements and conditions and will assist you in securing your PCAB accreditation.





### Visa and Immigration Consulting

There are many different types of visas available which will allow foreigners to stay in the Philippines and conduct business. The differences among all visa options lie in various factors such as purpose and length of stay.

At Triple i Consulting, we conduct the fastest visa processing services possible to help you reside and work in the Philippines without fear of legal recourse.

### Complete BPO Setup

The BPO industry is one of the biggest contributors to the country's economic growth. Naturally, more and more foreign investors show interest in delving into this lucrative business opportunity.

With our vast knowledge and expertise in the BPO industry, Triple i is able to offer a complete service package for setting up a BPO office in the Philippines. This includes company registration, office setup and fit out, corporate compliance and everything inbetween.

### Turnkey Office Solutions

Coming to a new country is a daunting task. Having to build a functioning office from scratch can quickly become too complex and tiring for any organization.

Triple i's management consulting services provides you with complete turnkey offices solutions, including:

- Commercial office space needs
- HR recruitment and hiring
- Filing with employee benefit agencies
- Source suitable office equipment
- Liaison with Internet and service providers
- Supervising office-setup
- Provide initial management consulting to bring the company to commercial operation



## I-Hungry

I-Hungry is an organization founded by the board of Triple i Consulting in May 2011 to address the growing problem of food security in the Philippines.

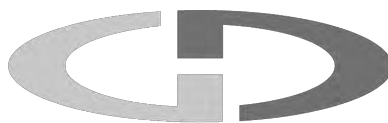
## Activities



The first feeding program by I-Hungry was held on April 3, 2012 at an orphanage in Makati, Bahay Maria, where we were able to feed 26 children.



The second activity by I-Hungry was held on August 24, 2012 at Brgy. North Fairview, Fairview Q.C. This time, we not only held a feeding program but also addressed the needs the families may have brought about by the flooding that happened earlier that month. Relief items were provided and included toys for the children.



## GENEVA GROUP INTERNATIONAL

I n d e p e n d e n t   M e m b e r

### Geneva Group International

Triple i is proud to be a member of Geneva Group International, one of the world's leading organizations of independent law, accounting, audit and consulting firms.

As a member of this truly global alliance, we further our commitment to be able to provide our clients with professional specialist solutions for their international business requirements.

Wherever in the world you may be located, through our membership with the Geneva Group, we have access to an extensive network of firms across all business and cultural sectors.



### Unified Code of Conduct for Business

As a signatory of the Integrity Pledge, we are committed to upholding the highest standards of ethics in all our transactions. We firmly believe that securing profit at the expense of integrity is an unacceptable and unsustainable way of conducting business. Now is the time to drive the momentum towards the creation of fair market conditions in the Philippines. We express this collective commitment by adopting the Unified Code of Conduct for Business (UCC). We aim to institutionalize and promote honesty, transparency, and fairness in the business community by adhering to this Code.

#### Top Management

Our top management leads by example by consistently demonstrating the value of conducting business with integrity. Our officers strongly communicate our organization's position against bribery, corruption, and unethical business practices within the company and the broader public; comply with all the requirements of government regulatory bodies; and prohibit cover-ups and falsified reports that conceal improper transactions. Management strongly supports integrity practices and allocates sufficient resources for their implementation.

#### Implementation and Monitoring

We will continually strive to align our operations to the principles contained in this Code and periodically assess and monitor our compliance to it. We will continue to share best practices with the business community to strengthen ethical business processes in the Philippines.



# CONTACT US

If you are considering to **set up your business in the Philippines** and need **good advice**, then we will help you.

**The first consultation is free of charge.** Do not hesitate to visit us at our office or contact us by email or phone for more information.

Thank you,

**Triple i Consulting**



**Triple i Consulting**

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