Name : TAN JING HE Month : Nov 2021

Status : Work on Progress

Activities	Type of Job	FYE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	current	b/f	total
*1 2 LEND PTE. LTD.	QUARTERLY STATEMENT REVIEW	31 DEC 2021																																	
*ADVANCE CASH CREDIT PTE. LTD.	STATUTORY AUDIT	31 DEC 2021																																	
*AGRI OILS PTE. LTD.	STATUTORY AUDIT	31 MAR 2022												2.0																			2.0		2.0
*AR CREDITZ PTE. LTD.	STATUTORY AUDIT	31 DEC 2021																																	
*CENTRE LINK TRAVEL PTE. LTD.	STATUTORY AUDIT	31 DEC 2021																																	
*COCOS FOOD PTE. LTD.	STATUTORY AUDIT	31 DEC 2021																																	
*FAST RECOVERY (SG) PTE. LTD.	STATUTORY AUDIT	31 DEC 2021																																	
*GAYAREKA HOMES & GARDENS SDN. BHD.	TAXATION	31 DEC 2020																																8.0	8.0
*HDR SG PTE. LTD.	STATUTORY AUDIT	31 DEC 2021																																	
*KILLINEY DEVELOPMENT PTE. LTD.	STATUTORY AUDIT	31 OCT 2021												1.0																			1.0		1.0
*LOOI'S MOTOR ENTERPRISE PTE LTD	STATUTORY AUDIT	31 DEC 2021												1.0																			1.0		1.0
*MYPOZ BERHAD	TAXATION	31 DEC 2020																																16.0	16.0
*PHINCON PTE LTD	STATUTORY AUDIT	31 DEC 2021																																	
*SGP CREDIT SINGAPORE PTE. LTD.	STATUTORY AUDIT	31 DEC 2021																																	
*SINCERE MONEYLENDER PTE. LTD.	STATUTORY AUDIT	31 DEC 2021																																	
*WESTHEAD MEDIA LIMITED	STATUTORY AUDIT	31 DEC 2020	*5.0	*3.0	*	*	*	*	*	*	*	*																					8.0		8.0
*WESTHEAD MEDIA LIMITED	STATUTORY AUDIT - CLEAR REVIEW	31 DEC 2020																																	
ACTION STADIUM	TAXATION- TAX	30 SEP 2020																															0.3		0.3

SINGAPORE PTE. LTD.	FILING			0.3																					
ADMINISTRATIVE CO. SEC ENGAGEMENTS	CO. SEC															4.0	8.0	7.5	8.0	2.0		8.0	4.0	41.5	41.5
ADMINISTRATIVE WORK								1.0																1.0	1.0
AEKA MEDICAL SUPPLIES SDN BHD	STATUTORY RECORD											1.0												1.0	1.0
AGRI OILS PACKAGING SDN BHD	STATUTORY RECORD										3.0													3.0	3.0
ALAMA VIDA SDN BHD	STATUTORY RECORD											1.0												1.0	1.0
AMO META BRICKZ /ENTURE SDN BHD	STATUTORY RECORD												1.5											1.5	1.5
AMO PROPERTIES /ENTURES SDN BHD	STATUTORY RECORD												1.5											1.5	1.5
BAIYI SINGAPORE PTE. LTD.	TAXATION- TAX FILING	31 DEC 2020						1.0																1.0	1.0
BL PROJECTS PTE. LTD.	TAXATION- TAX FILING	31 DEC 2020		0.3																				0.3	0.3
BUILDINGLINK ASIA PTE. LTD.	TAXATION- TAX FILING	30 NOV 2020		1.5																				1.5	1.5
CHAMP FACTOR SDN. BHD.	CO. SEC- ANNUAL RETURN								3.5															3.5	3.5
CHRONOS ASIA CONSULTING SDN BHD	CO.SEC- INCORPORATION												0.5											0.5	0.5
CREATE SECRETARY FILE AND MINUTES FILE	ADMINISTRATIVE WORK													1.0										1.0	1.0
DISCUSSION ON HONGKONG ENGAGEMENTS			2.5																					2.5	2.5
EASYLEARN PTE. _TD.	TAXATION- TAX FILING	31 DEC 2020		0.3																				0.3	0.3
ENVOGOLD REALTY SDN BHD	STATUTORY RECORD												2.0											2.0	2.0
GAIDEN SOLUTION SDN BHD	CO.SEC- ANNUAL RETURN											1.0												1.0	1.0
GAIDEN SOLUTION SDN BHD	STATUTORY RECORD												2.0											2.0	2.0
GAYAREKA HOMES & BARDENS SDN BHD	STATUTORY RECORD										3.0													3.0	3.0
HOKI 146 NVESTMENT PTE LTD	TAXATION - TAX FILING	30 SEPT 2020					0.5																	0.5	0.5

HOKI 146 PTE LTD	TAXATION- TAX FILING	30 SEPT 2020						0.5															0.5	0.5
HOKI NTWU PTE. LTD.	TAXATION- TAX FILING	30 SEPT 2020						1.0															1.0	1.0
HOKI PTE LTD	TAXATION - TAX FILING	30 SEPT 2020						0.5															0.5	0.5
HONGXING CARPENTRY PTE LTD	TAXATION- TAX FILING	31 DEC 2020		2.0				1.0															3.0	3.0
ICMC SDN. BHD.	CO. SEC- ANNUAL RETURN												1.5										1.5	1.5
KILLINEY DEVELOPMENT PTE. LTD.	ROLLOVER SP + REPORT	31 OCT 2021	0.5	1.0	1.0																		2.5	2.5
KL AGRI SDN BHD	STATUTORY RECORD											0.5											0.5	0.5
KYROX SDN. BHD.	CO.SEC- ANNUAL RETURN												1.0										1.0	1.0
LOOI'S MOTOR ENTERPRISE PTE. LTD.	ROLLOVER SP + REPORT	31 DEC 2021			3.5	3.0																	6.5	6.5
MEETING - NEW CASES ON MONEYLENDER																							0.0	0.0
MEETING- SG SIDE & CP204													0.5										0.5	0.5
MEETING- TRAINIG FOR SG TAX FILING				2.0																			2.0	2.0
MENANG SEJAHTERA SDN BHD	STATUTORY RECORD														0.5								0.5	0.5
MENANG SEJAHTERA SDN. BHD.	STATUTORY RECORD															4.5							4.5	4.5
ML ACCOUNT MEETING														1.0									1.0	1.0
MONEY TAB SDN BHD	STATUTORY RECORD													1.0									1.0	1.0
MYPOZ BERHAD	TAXATION-ETP CP204																		0.5				0.5	0.5
NICHE VILLA SDN. BHD.	CO.SEC- ANNUAL RETURN												1.5										1.5	1.5
ON THE DOT TRANSPORT SDN. BHD.	CO.SEC- ANNUAL RETURN												0.5										0.5	0.5
ONE INTERIOR PTE. .TD.	TAXATION- TAX FILING	28 FEB 2020			0.3																		0.3	0.3
ONE TOUCH	STATUTORY																						1.0	1.0

BUSINESS SDN BHD	RECORD	I	l	l		ΙI				l	l			1	l	I	1.0	o	1	1	I	Ī	l	1	I	1			1		
ONE TOUCH BUSINESS SDN BHD	DIRECTOR RESOLUTION- BANK ACCOUNT																		1	.5										1.5	1.5
SEA STAR INTERNATIONAL PTE. LTD.	ACCOUNTING	31 AUG 2021					5.0		4.5	3.0	2.0	1.0	4.0																	19.5	19.5
SEARCH ENTERPRISE (S) PTE. LTD.	TAXATION- TAX FILING	31 DEC 2020			0.3																									0.3	0.3
SEJAHTERA KONTRAKTOR SDN BHD	STATUTORY RECORD																1.0	0												1.0	1.0
SINGAPORE FORM C TAX FILING	TAXATION																								6.0			4.0		10.0	10.0
TEA BREAK					0.5																									0.5	0.5
TOG CONNECTION PTE LTD	TAXATION- REVISE																					4.0								4.0	4.0
TOG CONNECTION PTE. LTD.	TAXATION- TAX FILING	28 FEB 2020								3.0																				3.0	3.0
UPDATE ON STATUTORY RECORDS	CO.SEC										4.0	3.5			1.5	3.0														12.0	12.0
UPDATE TAX CLIENT LIST	TAXATION										2.0																			2.0	2.0
VISIT TO COMMISSIONER FOR OATHS	SIGNING AND STAMP CHOP																		1	.0										1.0	1.0
WIJAYA M&E SDN BHD	STATUTORY RECORD																1.0	0												1.0	1.0