



Comply to Grow, Consult for Growth



YTK Management Consultants Pte Ltd (YTK) is the leading management consulting firm that provides a complete suite of expedient business support services for clients to sustain a strong corporate backbone with insightful accounting, compliance and tax consulting.

VISION

We seek to be a Strong Corporate Backbone for a generation of companies.

MISSION

To impart our expertise through a highly responsive team of business advisors for our clients to achieve a healthy accounting environment and sustain strong compliance.

YTK是新加坡名列前茅的优质管理咨询公司之一，专为客户提供包括会计、合规审查和税务咨询等在内的整套公司服务，增强企业实力。

愿景

我们力求成为众企业背后得力的技术支持。

宗旨

借助业务顾问团队成员的专业知识，协助我们的客户实现良好的会计制度并保持稳健的合规文化。

ABOUT YTK

Founded in 2010 by a group of Chartered Accountants and Chartered Secretaries, YTK was created to give start-ups and developing companies the ability to grow by providing discernments to their financial account and apprising them on the current laws and regulation, and government grants.

The reason behind the creation of YTK was to answer a calling, "To help organisations who want to move to the next level" and since then, YTK has supported their clients' development through knowledge, skills and personal attention.

When YTK first started, it had only one employee working from a small office at Keong Saik Road. Clients were initially sceptical and assumed that YTK was just another "transitional" accounting firm. In due course, they began to appreciate that the value of YTK lies in three key areas: belief, insights and the personal touch.

YTK strongly believes that our clients' business can grow. We pay attention to all details uncovered when conversing with the business owners and support them by delivering the relevant services.

In 2017, we were certified as an **Accredited Training Organisation** by **Institute of Singapore Chartered Accountant**. In this year, we also expanded beyond Singapore and opened our 1st regional office in Johor Bahru, Malaysia. This is part of our long-term strategy to increase our footprint in the ASEAN region.

In 2018, YTK moved to our current office, occupying the entire floor at Jalan Lembah Kallang. This allows us to better conduct workshops and provide timely advice to our clients on how YTK can support them in their internationalisation efforts.





OUR EXPERTISE

We are recognised in the industry - and by our clients, for our business and compliance advisory. From fulfilling basic compliance needs such as submission of financial statements, annual returns and income tax return to government agencies, to advising clients to upgrade themselves by capitalising on their strength by tapping on various government grants.

Our services are divided into two main categories, compliance and consulting services.

01

COMPLIANCE SERVICES

- Accounting Services
- Goods and Service Tax Services
- Data Protection (PDPA) Services
- Secretarial Services
- Tax Services

02

CONSULTING SERVICES

- Corporate Governance Advisory
- Data Protection Advisory
- Financial Management Advisory
- Market Feasibility Advisory
- Tax Advisory

OUR TEAM 我们的团队

YTK's team are made of of qualified chartered accountants and chartered secretary.

YTK 的团队包括注册会计师和注册公司秘书。



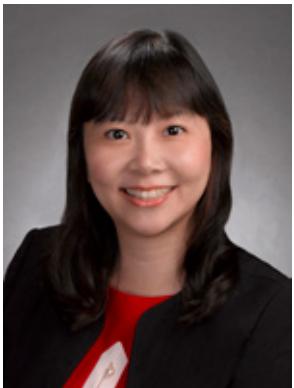


MR YEO TECK KENG 姚德庆

Managing Partner 合伙人

Mr Yeo Teck Keng is a Singapore Chartered Accountant, Practising Management Consultant and an Accredited Tax Practitioner for Income Tax and GST. With more than 10 years of experience and knowledge in finance and tax, he has been advising clients in the areas of tax incentive applications, tax compliance consulting and planning for local and multinational companies.

姚德庆先生是一位新加坡注册会计师、执业管理顾问以及注册税务顾问（所得税及消费税）。他在财务和税务方面拥有十多年的经验和知识，也一直在为当地和跨国企业提供税务优惠申请、税务合规咨询和税务规划等各方面的服务。



MS CHEE PEI YU 朱珮瑜

Partner 合伙人

Ms Chee Pei Yu joined YTK in 2013 and has more than 8 years of experience and expertise in the management of accounting, human resource administration and taxation.

Pei Yu focuses on providing advices to local Small and Medium Enterprises (SMEs) in the areas of accounting framework development, payroll matters and tax compliance consulting. Besides handling the daily operation, she also assists in the administration of the training and development of the staff under the Singapore Qualification Program.

朱珮瑜女士于2013年加入YTK。她拥有超过8年的会计管理、人事管理和税务的经验和技能。她的专业领域为向当地中小型企业提供会计架构发展、薪金事项和税务合规等咨询服务。除了处理公司内部日常运作之外，她也负责协助管理YTK旗下的员工个人培训和发展。



MS KEK LAY CHEE, SERENE 郭丽芷 (SERENE)

Partner 合伙人

Graduated with a Bachelor Honours Degree in Marketing Management, Ms Kek Lay Chee, Serene is an Associate Member of the Chartered Secretaries Institute of Singapore (CSIS). She is also a certified adult learning trainer (ACTA) and a Professional Member of the International Compliance Association (ICA). She joined YTK in 2014 and has more than 8 years of practical experience in corporate secretarial profession through her previous employment under a law firm and a multinational corporate management firm. She is also the named Company Secretary of Singapore companies since 2010.

郭丽芷 (Serene) 女士拥有市场管理专业本科学历，是新加坡注册秘书协会的会员之一，也是新加坡WSQ培训与评估高级证书(ACTA)的合格培训师和国际合规协会的专业会员之一。她于2014年加入YTK，此前在律师事务所和跨国企业管理公司的工作经验使她拥有在公司秘书专业领域超过8年的实战经验。自2010年起她也担任为多家新加坡私人有限公司的公司秘书。



ACCOUNTING COMPLIANCE SERVICE

All our accounting services are rendered by our accounting division, YTK Accounts International Pte Ltd. The division is headed by Chartered Accountant and the staffs are well-trained in the Financial Reporting Standards. In addition, the Goods and Services Tax ("GST") comes under the purview of this division as GST is closely linked to the accounting records.

Our routine accounting compliance services include but not limited to:

- Bookkeeping services
- Generating unaudited financial statements
- Computation and filing of GST returns
- Payroll services
- Backlog accounting

Beside the compliance services, the division handles GST consultancy projects such as the following:

- Perform GST Assisted Self-Kit (ASK) Program
- Consultation and application for GST scheme such as Major Exporter Scheme
- Perform Assisted Compliance Assurance Programme (ACAP)
- GST advisory on cross-border transactions



TAX COMPLIANCE SERVICES

All our tax services are rendered by our tax division, YTK Tax International Pte Ltd. The division is headed by Accredited Tax Advisor and the staffs are well-trained in the Income Tax Act of that foreign jurisdiction.

In addition, the tax insights from our network of tax practitioners in various countries, particularly in Southeast Asia, gives our clients, the competitive edges when competing in the global market.

Our routine tax compliance services include but not limited to:

- Computation and filing of Income Tax for organization such as branch, company and representative office
- Computation and filing of Income Tax for employee, expatriates and consultants.
- Computation of withholding tax



CORPORATE SECRETARIAL SERVICES

All our secretarial services are rendered by our corporate secretarial division, YTK Corporate Secretarial Pte Ltd. The division is headed by Chartered Secretary and the staffs are well-trained in the Companies Act and Anti-Money Laundering Regulations.

Our secretarial compliance service includes but is not limited to:

- Incorporation of various entities in various jurisdictions
- Secretarial works for private and public listed companies
- Managing board and committee meetings
- Application of various business licenses
- Bank account services
- Nominee services



DATA PROTECTION ADVISORY

All our data protection services are rendered by our Data Protection division, YTK Data Protection Advisory. The division is headed by a veteran in data protection and the division is well-trained in the Personal Data Protection Act.

Being as subject matter master in data protection, the division conducts training to the public

Our routine data protection compliance services include but not limited to:

- Conducting a readiness assessment on the data protection within the organisation
- Conducting risk assessment on the data protection measures in the organisation
- Generating the compliance handbook for the organisation
- Providing annual audit to the organisation in the aspect of the data protection.

Beside the compliance services, the division handles training to the public and the Data Protection Officer:

- Training on the fundamental of the Data Protection
- Training on conducting a Privacy Impact Assessment
- Training Data Protection Officer on their roles and responsibility

A professional photograph of a young man with dark hair, wearing a dark suit jacket over a light purple button-down shirt. He is seated, looking slightly to his left with a thoughtful expression. He is holding a black tablet or laptop in his hands, which are open. The background is a plain, light-colored wall.

FINANCIAL MANAGEMENT ADVISORY

Our clients want to grow their business. We recognised that our clients want a partner to help to optimise the company's financial performance in order to support corporate strategy and growth. This division handles all financial management advisory for our clients.

Our services included the following:

- Development of financial plans for financing and investments
- Financial due diligence relating to merger and acquisition
- Evaluation of target during company acquisition
- Determine company's current value
- Identification of gap in the internal financial control in the company

TAX ADVISORY

Our clients want to maximise their tax savings. We recognised that our clients want a well-rounded tax advisor to advise them to optimise the company's tax saving in their operations around the world. This division handles all tax advisory for our clients.

Our services included the following:

- Advisory on inbound investment
- Advisory on outbound investment
- Advisory on movement of people
- Tax due diligence
- Formulation of tax strategies

税务咨询

每个客户都希望能有最大限度地节省税款。他们所要的税务顾问要能提供建议，让他们在全球公司运营中能达到最大限度地节省税款。

我们的咨询项目，譬如：

- 入境投资咨询
- 境外投资咨询
- 人员流动咨询
- 税务尽职调查
- 制定税收策略

“
THE HARDEST THING IN THE WORLD TO
UNDERSTAND IS THE INCOME TAX
”

- Albert Einstein -

A photograph showing two women from the chest up. They are both wearing dark blazers over light-colored tops. The woman on the left has long brown hair and is smiling while looking down at a document they are holding together. The woman on the right has dark hair pulled back and is also smiling. They appear to be in an office setting. The background is a plain white wall.

MARKET ACCESS ADVISORY

Singapore is an excellent country to expand into other countries. We recognised that our growing clients want a business advisor to advise them on suitable country to grow their business and assist them to enter into the market. This division handles all consultation relating to market expansion.

Our services included the following:

- Provide market feasibility studies
- Provide comparison on cost and compliance issues between countries
- Assist in the incorporation of entity in other countries
- Provide basic customs and trade information specific to your target market
- Business matching with professional and suppliers

A photograph showing two women in professional attire working at a desk. One woman, wearing a hijab and glasses, is leaning over a stack of papers, while the other, younger woman, is seated and looking down at a document. They appear to be in a corporate office environment.

CORPORATE GOVERNANCE ADVISORY

Business leaders, especially in public listed companies and non-profit organisations, need to ensure there is sufficient check and balance within their organisation, not only to comply with rules and regulations, but also to mitigate business risks and mismanagement while striving towards corporate success and economic growth.

Being as subject matter expert in corporate governance, this division also assists not-for profit organisation to strengthen their internal capability, to obtain the charity's status and accredited as an approved Institute of Public Character ("IPC").

Our services included the following:

- Draft and maintain the corporate governance manuals
- Setting up corporate governance framework
- Advisory on attaining charity / institute of public character (IPC) status
- Advisory on initial public offering (IPO)

CASE STUDY ON GROWING THROUGH COMPLIANCE

Bombardier Aerospace Services Singapore Pte Ltd is an OEM aircraft repair centre for business aircraft. Due to the nature of the business, they are required to participate in the GST Programme known as Assisted Self-help Kit Programme. YTK was called in at a short notice to conduct the program and YTK managed to complete the job and submit the application and results to the tax authority on time.

“ Thank you for the professional work and guidance you have done for us in the recent ASK submission to IRAS.

You and your team have shown great support and dedication to meet the deadline despite short notice from us.

Finance Manager
Bombardier Aerospace Services Singapore Pte Ltd

庞巴迪航太新加坡私人有限公司是商用飞机的定点生产飞机维修中心。由于业务性质，他们需要参加一项称为“辅助自助计划ASK”的消费税项目。YTK在短时间内接到通知并参与消费税项目，于预定的时间内完成工作及将项目结果提交于新加坡税务局。

“ 感谢您于近期向新加坡税务局提交的 ASK项目的专业工作和指导。对于我们的紧急需求,您和您的团队展现出大力支持和贡献,于截至日期前协助我们完成相关工作需求。

财务经理
庞巴迪航太新加坡私人有限公司

CASE STUDY ON GROWING THROUGH COMPLIANCE

Nulife Care & Counselling Services Pte Ltd is a charity organisation. In order to move to the next level, to become an approved Institute of Public Character ("IPC"), YTK assisted Nulife to strengthen their internal capabilities in these areas: Corporate Governance, Financial Management, Human Resources Management and Volunteer management. Once these capabilities were strengthened, YTK proceeded to assist Nulife for the application. Within weeks, the application was approved and Nulife attained their IPC status.

“ Besides putting in place proper financial processes and operational procedures, YTK provided invaluable information on audit protocols and provided much needed clarification on statutes and regulations concerning various government bodies. ”

CEO
Nulife Care & Counselling Services Pte Ltd

Nulife Care & Counselling Services 有限公司
是一家慈善机构。为了进阶成为认可的公益机构，YTK协助Nulife提升内部能力-公司监管、财务管理、人力资源和志愿者管理等方面。待内部能力加强后，YTK继续协助Nulife申请成为公益机构。几周的努力后，Nulife终于获得了公益机构的认证。

“ 除了制定适当的财务流程和日常运作程序之外，YTK也提供了有关审计制度的宝贵资料，以及各个政府机构相关法律的澄清事项。 ”

首席执行官
Nulife Nulife Care & Counselling Services 有限公司