

#### **Head Office:**

Room 201, 2nd Floor, Building 262 Nguyen Huy Tuong Street, Thanh Xuan District, Hanoi Tel: (84-4) 6266 2284 - Fax: (84-4) 6266 2285

Website: http://atc-audit.com



AUDITING - TAX CONSULTANCY CO., LTD (ATC)

# **CONTENTS**

CHAIRMAN'S MESSAGE

COMPANY OVERVIEW

ORGANIZATIONAL CHART

LEADERSHIP

**SERVICES** 

**REGULAR CUSTOMERS** 

**ACTIVITIES** 



# CHAIRMAN'S MESSAGE

The Auditing - Tax Consultancy Co., Ltd (ATC) is an independent audit firm which was established on 05th August 2003 according to the Certificate of Business Registration No. 0103002678 granted by Hanoi Authority for Planning and Investment.

ATC's operation complies with professional standards and is subject to management of The Vietnam Association of Certified Public Accountants (VACPA) as well as Ministry of Finance of The Socialist Republic of Vietnam.

ATC has been implementing to provide audit and advisory services to hundreds of regular customers throughout Vietnam in various operation fields and various forms of ownership.

With its professional staff and leadership who are experienced experts in the field of audit and consultancy, ATC commits itself to implement and deliver clients the trust and other added values through its services.

We always desire to contribute to the clients' success.

Sincerely thanks,

Le Thanh Cong

Chairman of Members' Council MBA, CPA



# **OUR MISSION**

To build a strong reputation in field of consultancy, a trusted partner to our clients, a business with strong development and considerable contribution to society and a family in which ethic and high qualified members altogether dedicate and enjoy a life full of material, rich in spirit.

# **OUR VISION**

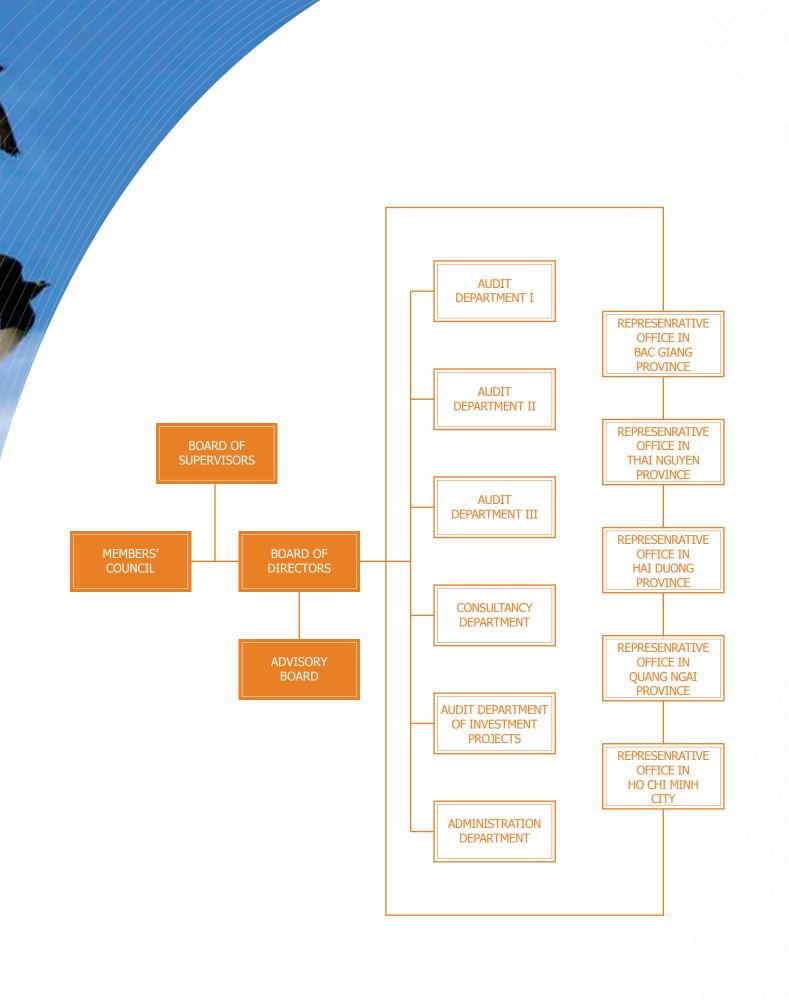
We commit to always pioneer in providing and co-providing the service chains which create more and more the added values for our clients. Our ambition is to become a typical audit firm in Vietnam thanks to the dynamism, creativity as well as the great enthusiasm of all members

ATC would like to build a business with its distinguished corporate culture and a modern working environment. We highly appreciate and always encourage our members to develop ability at their best for the outstanding development in this field.

# **OUR CORE VALUES**

Every member becomes Creative
Every performance expresses Enthusiasm
Every service reaches the Perfection
Every opinion is Objective





# LEADERSHIP



1. Mr. Le Thanh Cong

Chairman of Board Directors and General Director

Mr. Cong received his graduate degree from Academy of Finance and Master of Business Administration Degree (MBA) from University of California Miramar (USA) as well as Certified Public Accountants certificate (CPA). He is also a national evaluator. In 2003, Mr. Cong and his partners established The Auditing – Tax Consultancy Co., Ltd with the role of Chairman of Board of Directors and General Director. In addition, he also serves as chairman of Board of Directors of XVALUE Group, Deputy Chairman of Board of Directors of Vietnam Industrial and Commercial Securities Corporation (VICS). Mr. Cong has more than 15 years of experience in Audit and Tax Consultancy and business management.



#### 2. Mr. Vu The Hung

**Deputy General Director** 

Mr. Hung earned his economic degree from Hanoi University of Science and Technology, received MBA as well as Certified Public Accountants (CPA) and Professional Practice of Providing Tax Procedure Certificate from Ministry of Finance. Mr. Hung has more than 15 years of experience in audit sector and has participated in many deep courses for experts and now he is a member of The Vietnam Association of Certified Public Accountants (VACPA) and The Vietnam Tax Consulting Association (VTCA).



3. Mr. Le Trung

**Deputy General Director** 

Mr. Trung earned his Bachelor's degree of Construction Engineering from University of Transport and Communications and Financial Bachelor's degree from National Economics University. He has more than 10 years of experience in audit of finalization of basic construction. After graduate from University, he directly managed a number of big projects in Civil Engineering Construction Corporation No. 1 (CIENCO 1). Since 2004, Mr. Trung has started his career in audit sector and prior to working in ATC, he served several big firms. Now, his role is as Deputy General Director and responsible for audit of investment projects in ATC.



4. Mr. Tran Huu Van

**Deputy General Director** 

Graduated from Academy of Finance and Hanoi National University of Education with Bachelor's degree of foreign language, then he also earned the Master of Financial and Banking Certificate from Academy of Finance. In his earlier career, he served for VACO Auditing Company Limited (VACO) – a member of Deloitte Touche Tohmatsu. Mr. Van has participated in many international courses of VACO, Deloitte Touche Tohmatsu and VACPA as well as ACCA. He assumed the position of Deputy General Director in July 2011.



5. Mr. Nguyen Hong Son

Head of Services Quality Control

Mr. Son achieved the Tax Practice Certificate and other relevant certificates besides his bachelor's degree from Academy of Finance as well as Certified Public Accountants certificate. He has more than 15 years of experience with the key roles as General Accountant of Lung Lo Cable Joint Venture and Nghe An Auto-Mechanical Joint Stock Company, Chief Accountant for several non-state enterprises as well as Chief Representative of ATC in Vinh City (Nghe An) and now he works as Head of Services Quality Control.



#### 6. Ms. Doan Thi Kia

Manager Tax Consultant – former Manager of Tax Office for Foreign Investment under Hanoi Department of Taxation

Ms. Kia graduated from Academy of Finance and now she is a leading expert in Tax sector of Vietnam. Ms. Kia was Senior of Hanoi Department of Finance for 10 years and more than 18 years of experience in several key roles in Hanoi Department of Taxation, finally she was Manager of Tax Office for Foreign Investment.

Ms. Kia has served for ATC for more than 5 years with the role of Manager Tax Consultant. She is responsible for advising directly to the tax issues to big clients such as: State Enterprises, Foreign Investment Companies and typical projects.



#### 7. Mr. Phan Thanh Quan

Manager of Audit Department I

Mr. Quan earned his bachelor's degree of Finance from Hanoi University of Science and Technology and Certified Public Accountants from Ministry of Finance as well as other relevant certificates. He served as an audit assistant and auditor in several big firms prior to working in ATC. Mr. Quan is in charge of a number of large-scale audit programs and an expert in auditing consolidated financial statements for State corporations and State enterprises.



#### 8. Mr. Nguyen Son Tung

Manager of Audit Department II

Mr. Tung graduated from Academy of Finance. He gained the CPA certificate and other relevant certificates after serving for VACO Vietnam – a member of Deloitte Touche Tohmatsu. Mr. Tung has a solid understanding on international standards on auditing. He is responsible for ATC's training courses besides the role of Manager of Audit Department II.



### 9. Ms. Truong Thi Hai Van

Manager of Audit Department III

Ms. Van has more than 10 years of experience in Auditing and Accounting sector after getting the Bachelor's Degree of Finance and Accounting of Vietnam University of Commerce. She has experienced in various positions such as General Accountant of Thang Long Co., Ltd, Chief Accountant of Hanoi Commerce — Industrial Equipment and Construction Co., Ltd before starting her role as Manager of Audit Department III.



### 10. Ms. Dang Thi Quynh Trang

Manager Consultant

Ms. Trang received her Economic Engineering degree from Hanoi University of Science and Technology and Financial Accounting Degree of National Economics University.

Prior to this role in ATC, Ms. Trang was General Accountant for Hanoi Construction Investment Joint Stock Company, Consultancy Manager of XVALUE Joint Stock Company. She has more than 10 years of experience in Auditing and Accounting field, Ms Trang has participated and managed many auditing and accounting contracts for State Enterprises and Foreign Investment Companies,...

# PROFESSIONAL SERVICES

- Accounting, Auditing, Financial Management Courses for Clients
- Auditing and Accounting Practice Courses
- Business Administration Courses
- Internal Audit, Risk Management Courses

...

TRAINING SERVICES

ACCOUNTING SERVICES

- Recording and keeping Client's accounting books
- Consulting selection of accounting book model and Accounting System
- Consulting issues arising in accounting transactions
- Recruiting Accountants and Chief Accountants
- Consulting to develop accounting system to meet the demand of management
- Consulting the selection of appropriate Accounting software

...

#### Audit annual Financial statements

- Audit Financial statements for Tax purposes
- Audit finalization of the completed investment Projects
- Perform agreed upon procedures
- Review Financial statements
- Audit determining equity
- Audit compliance, operation and Internal Control

...

# AUDITING SERVICES

# EVALUATION SERVICES

- Evaluation advisory services for special purposes: Equitization, Merge and Acquisition and Dissolution.
- Real Estate and tangible assets evaluation
- Evaluation of intangible assets like brand, goodwill

..

# CONSULTANCY SERVICES

- Tax agent
- Tax consultancy
- Tax exemption, incentives, reduction and refund
- Tax preparation and finalization
- Personal Income Tax and International Tax Services
- Implementation of the appropriate Internal Control System, internal control regulations to the business model
- Equitization
- Investment project advisory: project planning, evaluation, and transfer
- IPO advisory
- Merge and Acquisition

...



Throughout 10 years of operation, ATC has been providing professional services to hundreds of typical customers operating in various industries as follow:

#### The State Corporations and State Enterprises (over 100 regular customers)

State Enterprises	Business sectors
Vietnam Northern Food Corporation (VINAFOOD1) and its members	Food Trading
The Civil Engineering Construction Corporation No.4 (CIENCO No. 4) and its members	Construction of Transportations
The Sugar Corporation	Production and Trade in sugar products
The Members of Vietnam Steel Corporation	Steel Trading
The Members of Vietnam National Coal, Mineral Industries Holding Corporation	Coal & Mineral Trading
The Members of Song Da Holdings	Construction & Trading
The Members of Vietnam National Textile & Garment Corporation (VINATEX)	Textile production
The Members of LILAMA Corporation	Installing & Producing equipments
The Members of Vietnam National Oil & Gas Group	Producing & Trading oil and gas
	products
The Members of Hanoi Housing Development & Investment Corporation (HANDICO)	Construction & Trading property
Hanoi Construction Co. No.9	Construction
The Members of Vietnam Construction & Import-Export JSC. Corporation	Construction & Trading building
(VINACONEX)	materials
The Members of Vietnam Post & Telecommunications Corporation (VNPT)	Telecommunications & Posts
Over 50 State enterprises under the State authorities located in various areas	
throughout Vietnam	

#### Foreign investment Enterprises

apanese enterprises (over 20 typical customers)  Business sectors	
Vietnam Technical R Company	Lens products
Hoa Binh Pacific Company	Agricultural products
Vietnam Kyoei Dietech Company	Electron circuits
Vietnam EIKOH Ltd., Company	Teaching Japanese
Sakura Preschool Ltd,. Company	Preschool education
Vietnam Auto System Ltd,. Company	Textile processing
Konisi Vietnam Ltd.	Bushing bearings
CIC Refractory Vina Limited Company	Trading
Gastech Ltd., Company	Latex gaskets processing
<del></del>	

Chinese, Taiwanese Companies (over 40 Companies)	<b>Chinese</b>	, Taiwanese C	Companies (	over 40	<b>Companies</b>	)
--	----------------	---------------	-------------	---------	------------------	---

December -		-4
<b>Busine</b>	:ss se	ctors

EH Vietnam Agriculture And Feed Co.,Ltd (Located in Bac Ninh, Ha Tay, Hai	Live stock products	
Phong, Dong Nai) Jenway Industry Co., Ltd	Labels & motobike components	
Schway Industry Co., Lea	products	
Vietnam Dragon Jet Ltd., Company	Plastic products	
Vietnam Chuyn Jaan Ltd., Company	Foam production	
Vietnam Blanco Ltd., Company	Textile products	
I Sheng Electric Wire & Cable Vietnam Company	Plug wires products	
Global Sports Co., Ltd	Trading sporting instruments	
Kien Hung Rubber Co., Ltd	Rubber products /	
Han You Engineering Jsc.	Producing & setting ducts	
Vietnam Longtech Precision Ltd., Company	Electroplating spring processing	
Daimond Ltd., Company	Producing machines & equipment	
Hoa Dat Ltd., Company	Printing labels on plastic	
Trung Phat Ltd., Company	Printing labels on plastic	
Vietnam Chil Sung Ltd., Company	Textile products	
Jiheng Ltd., Company	Producing car & motobike spare	
	parts / / / / / /	
Henry Ltd., Company	Producing car & motobike spare	
	parts	
Jegeliec Ltd., Company	Construction	
Thang Nghiep Vietnam Ltd., Company	Construction	
Indochina Embroidery & Print Company	Textile products	
Samkwang Airtech Ltd., Company	Construction consultants	
Grandocean Ltd., Company	Textile products	
Semyung Vina Company	Installing electric equipments	
Lien Hung Plastic Products Ltd., Company	Boot products	

### **South Korean Corporations (over 30 Customers)**

#### **Business sectors**

Myung Ji Importing Textile Company	Textile products	
Ha Dong Vietnam Ltd., Company	Gloves products	
KR Vina Ltd., Company	Construction	
Vina Samwoo Construction Ltd., Company	Construction	
International Viet Pan Pacific Company	Textile Products	
Vietnam Global MFG Ltd., Company	Textile products	
Hyundai Information Technology Company	Information technology	
Vietnam Chil Sung Ltd., Company	Textile products	
Vina KooK Je Ltd., Company	Textile products	
Shilla Vina Ltd., Company	Textile & embroidery products	
Inter Logo Co., Ltd	Printing & producing logo	
Van Son Raise Feed Company	Feed products	

# The Group of Ltd., Company and JSC. (Over 100 Clients)

Clients	Business sectors
/////	
Ha Bac Trading & Construction Ltd., Company	Construction
Nam A Joint Stock Insurance Broker Company	Insurance brokerage
SEATECH Technology Inspires Business	Producing software
Vietnam Football Development JSC	Organizing football events &
	advertising
No. 28 Material and Housing Construction Joint Stock Company	Construction
Minh Anh Investment Joint Stock Company	Investment
Lac Viet Investment & Industry JSC	Investment
Pacific Industry JSC	Factory for lease
Bao Viet Investment JSC	Investment
Thang Long Investing & Developing Technology JSC	Investment
Quang Ngai Infrastructure and Development Limited Company	Investment
KBG Investment Construction & Trading Mineral, JSC	Investment
Thang Long Steel Joint Stock Company	Steel Trading

## The domestic and abroad projects

Projects	Donors
The project on preventing malaria sponsored by EC	Financed by EC
The Technical & Vocational Education project	Financed by Vietnamese Govern-
	ment and international organiza-
	tions such as: ADB, AFD, NDF,
	JICA ////////////////////////////////////
The Study project on women in the workforce - NOVIB	Financed by the Netherlands
	Government
Tinh Thuong (Charity) Fund	Vietnam Women's Union
The Upgrading and Enlarging the electric weilding mill - Hai Phong Vocational	Financed by Japanese Embassy
School Project	
The project of Construction of Primary School in Dung Phong Commune, Cao	Financed by Japanese Embassy
Phong District, Hoa Binh Province	
The Study project on the connection among Energy, Environment and Climate in	The German Church Institute
SME in Vietnam	
The project on Enhancing auditing operation in Vietnamese co-operative	The German Co-operative
	Association
The project on Enhancing Ophthalmic treatment techniques in Vietnam	Financed by Japanese Embassy

Construction Projects	Investors	
The components of project on improving & upgrading road network - Project WB4	No.2 Projects Authority Unit - The Ministry of Transport	
The new Dong Nai bridge & the road attaching two bridge ends from Tan Van crossroad to the turnout in Bien Hoa City	Construction Corporation No.1 Company Limited	
The project on improving & upgrading Highway No.32 from Son Tay to Trung Ha	No.2 Projects Authority Unit - The Transporting Department of Hanoi Cit	
The turnout project in Vinh City, The Da Khai hydropower construction - Lam Dong Province	The Civil Engineering Construction Corporation No.4 (CIENCO No.4)	
The project on improving the extended of Highway No.55 the Km96 +300 to the Km205+140 - Binh Thuan Province	The Projects Authority Unit Highway No.55 - The Transporting Office of Binh Thuan Province	
The fiber optic communication lines in Ho Chi Minh Highway	The Vietnam Telecom National (VTN) A Member of VNPT	
The project: Rural health - Quang Ngai Province	The Healthy Department of Quang Ngai Province	
The project on rural energy II - Quang Ngai Province (The antihypertensive)	The project Authority board on rural energy - Quang Ngai Province	
The projects on Cultural-Sporting & Traveling of Projects Authority Unit - Quang Ngai Province	Cultural-Sporting & Traveling of Projects Authority Unit - Quang Ngai Province	
The improving & upgrading projects of II Zone Road Authority	II Zone Road Authority - Directorate for Roads of Vietnam	
The projects of Thanh Xuan District Projects Authority	Thanh Xuan District Projects Authority - Hanoi People's Committee	
The projects of Hai Ba Trung District Projects Authority	Hai Ba Trung District Projects Authorit - Hanoi People's Committee	
The project of inter-provincial roads Xuan Giang - Na Ri, inter-provincial roads Bac Me - Duong Am, Ha Giang Province	PPMU Ha Giang - A Member of PMU6	
The project of inter-provincial roads Quy Mong - Dong An, inter-provincial roads Mau A - Tan Nguyen, Thia Brigde, Hut Brigde, Yen Bai Province	PPMU Yen Bai - A Member of PMU6	
The project widen Port 17352 ADSL 2 + ADSL network of Hanoi City The project on enlarging Alcatel Cau Giay System - Southen Thang Long - Hanoi City; Period: 2006 - 2008	The Projects Authority Telecommunications Constructions of Hanoi City	
The project on improving & upgrading Highway 4D from Sapa to Lao Cai, Lao Cai Province	The Project Authority traffic constructions - Lao Cai Province	
The project on contructing Tran Quy Cap Road, Huu Nghi Road - Hoa Binh Province	The Project Authority capital construction - Hoa Binh Province	
The project on improving & upgrading Highway 2C - Tuyen Quang Province	The Transporting Department of Tuyen Quang Province	
The New Trung Van Urban project	VINACONEX No.2 Company	
Implementation of settlement constructions for over 100 foreign investment customers and over 50 State enterprises who are ATC's regular customers	Foreign Investment Enterprises and State Enterprises	

# ATC'S ACTIVITIES

# Leadership and Staff





### Working Environment





# Customer Relationship





# ATC'S ACTIVITIES

#### **Anniversaries and Events**





## Activities of the Communist Party Cell and Youth Union





# Sport – Travel





