



PKM

CHARTERED ACCOUNTANTS



**BUSINESS PROFILE**

[www.pkmafrica.com](http://www.pkmafrica.com)

# ABOUT

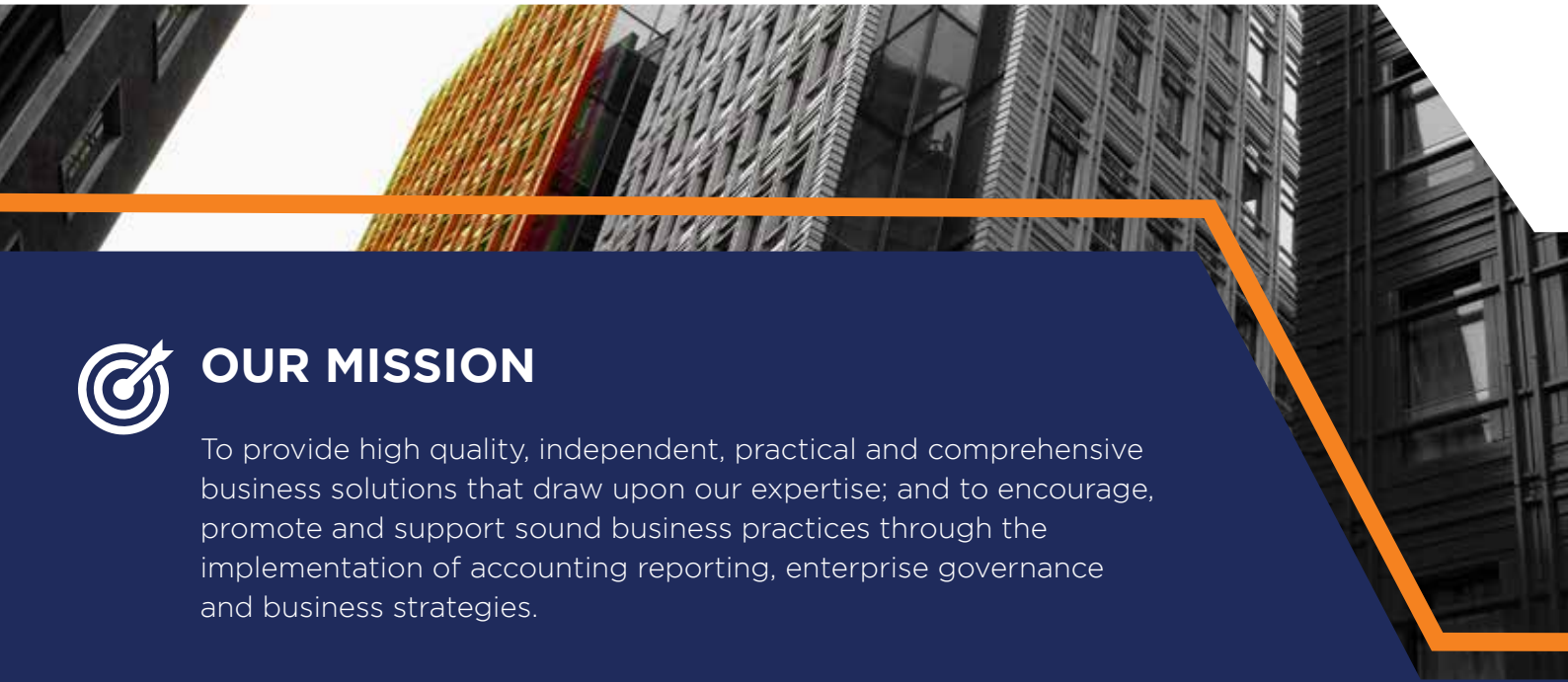
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PKM is a proudly South African professional Accounting, Auditing and related Advisory firm incorporated in 2011 to provide enterprise-wide management solutions. It was formed by black qualified individuals with vast experience of up to 35 years that places the firm in an ideal position to deliver world-class and client focused business solutions. The founders are Accountants, Auditors and Risk Management Assurance professionals who are members in good standing of reputable professional bodies, viz. SAICA, IRBA, IIASA, ISACA, and CIMA.

Having invested in the training and development of our staff and implemented effective quality

management systems, the firm has attracted highly skilled and committed professionals from the accounting and auditing services industry. We offer independent and objective consulting services that believe in client-partnership. The overriding philosophy of PKM is to add value to our clients.

We pride ourselves in our work, the talent of our staff, the depth of experience and our ability to fulfil our clients' needs. The list of clients which are housed within PKM is testimony to the company's strength, high standards of professionalism and excellent service delivery.



## OUR MISSION

To provide high quality, independent, practical and comprehensive business solutions that draw upon our expertise; and to encourage, promote and support sound business practices through the implementation of accounting reporting, enterprise governance and business strategies.

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## OUR VISION

To be the premier provider of world-class management solutions to the private and public sector for the greater good of business and the economy.

## OUR MARKET

We provide services to domestic and international clients in the private and public sector, including Small and Medium Enterprises and State-owned companies. Our competencies and expertise lie in accounting, auditing, forensic auditing, due diligence, risk management, project management, and related consulting, and tax advisory.

Our services are tailor made to meet the needs of our clients in various industries such as mining, construction, manufacturing, retail, tourism and hospitality, medical practice firms, financial services, government departments, municipalities, schools, religious organisations and non-governmental organisations.

Our fees are therefore customized and structured in a way that ensures affordability without compromise to quality.

## OUR VALUES

Our values are inspired by those of South African Institute of Chartered Accountants (SAICA), Independent Regulatory Board for Auditors (IRBA) and Institute of Internal Auditors (IIA) which are:

- **Integrity**
- **Professionalism**
- **Due diligence**
- **Accountability**
- **Objectivity**
- **Dedication**

## PROFESSIONAL AFFILIATION

A professional affiliation of our staff keeps us on the leading edge of professional accountancy and auditing services as they benefit from the continuous professional developments and regular updates to the regulatory framework. Our professional staff members are obliged to meet Continuous Professional Development (CPD) requirements covering topics such as:

**Internal Auditing;**  
**Accounting i.e., IFRS, GRAP, etc;**  
**Risk Management;**  
**Corporate governance;**  
**Taxation;**  
**PFMA and MFMA; and**  
**Other related topics affecting the Firm's clients' industry.**



## FIRM CAPACITY

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At present, the firm has adequate capacity both in terms of professionals we can deploy on the accounting, auditing and consulting assignments and physical assets that are necessary for us to diligently discharge our professional obligations.

These include office space, laptops, audit and accounting software, mobile phones, internet connectivity devices, printers and other fieldwork necessities.





## FIRM FOOTPRINT

Presently, we have the corporate office in Johannesburg (Gauteng) and branch offices in Bloemfontein (Free State), Northern Cape (Kimberley) and Polokwane (Limpopo).

## OUR SERVICES

Our key services are summarised below:

01



### Accounting, Tax and Advisory

- Bookkeeping and Accounting
- Tax Advisory and Compliance
- Payroll Administration
- Business Support
- Quarterly Review Meeting

02



### Assurance & Consulting

- Risk-based Internal Audit Services
- Forensic Audit and Investigation
- Consulting

03



### Capacity building

- Fund Raising
- Secretarial Services

# ACCOUNTING, TAX & ADVISORY SERVICES

All businesses are required to prepare accounting records in an acceptable format predetermined by accounting standards and national legislation, and we are always ready to assist our clients in this regard. Whether you are a sole trader, close corporation, listed company or privately owned company that requires accounting information for self-assessment or you are a government enterprise or entity preparing statutory accounts or a non-profit organisation (NGO) preparing an annual report, we will gladly prepare accounting records on your behalf.

Using the very latest accounting software we undertake weekly, monthly and quarterly accounting work, a service which is tailored to the exact requirements, and budget, of each client. This allows us to produce detailed management accounts and financial reports quickly and easily.



**It is important to have someone you can rely on to help with tax, VAT and financial reporting matters; PKM exists for this reason, to provide its clients with the valuable professional service.**



## ACCOUNTING AND TAX PACKAGES

Packages are tailormade to meet our clients needs.



01

### BOOKKEEPING & ACCOUNTING

- Using sage one or pastel accounting, we capture business transactions from bank statements or source documents
- Compilation of IRFS/GRAP compliant financial statements
- Monthly/Bi-monthly/Quarterly management accounts

02

### TAX SERVICES

- Our tax services include advice and assistance with:
- Income and provisional Tax returns.
  - Various taxation forms, such as PAYE, SDL, UIF and VAT.
  - Capital gains Tax and withholding Tax.
  - Estates and Trusts.

03

### PAYROLL ADMINISTRATION

We assist our business with montly payroll processing to ensure accurate and on-time payments for your employees. These services also include completing all necessary submissions to SARS, the Department of labour and the compensation Commissioner

04

### BUSINESS SUPPORT

Your dedicated account manager will provide standard business support for your accounting, tax and business queries and requirements. This will aid in informed decision making to boost your business's growth

05

### QUARTERLY REVIEW MEETING

Our team will monitor progress and scedule quarterly review meetings to assess financial goals and whether they are still realistic. These reviews assist our clients' businesses in redefining processes to improve overall efficiency



## ASSURANCE AND CONSULTING

### Risk-Based Internal Audit Services

Internal Audit and related assurance services provided by PKM involve the internal auditor's objective assessment of evidence to provide an independent opinion or conclusions regarding an entity, its operations, functions, processes, systems, or other subject matter. PKM provides internal audit services in diverse environments, within organisations that vary in purpose, size and complexity. We are guided by the International Standards for the Professional Practice of Internal Auditing as issued by the Institute of Internal Auditors (IIA), which provide clear guidance on Assurance and Consulting Services within the Internal Audit environment.

Co-sourcing service - PKM supplements organisations' existing internal audit capabilities, by providing specialised skill sets and undertaking once-off audit assignments as and when needed.

Out-sourcing service - Where clients do not have an in-house Internal Audit function, PKM will assume responsibilities of the internal audit function and advise clients on critical business risks, implementation of effective controls and compliance processes, identifying best practices, reducing the cost of operations and realising improvement opportunities. PKM Engagement Director assumes the position of Chief Audit Executive (CAE)



Our firm provides multifaceted internal audit and consulting services that are tailor-made to our client's needs:

## PKM AUDIT AND ASSURANCE SERVICES

Solutions to be customized to suit your business processes and operations

RISK BASED INTERNAL AUDIT	FORENSIC AUDIT	ICT AUDIT	PERFORMANCE AUDIT	CORPORATE COMPLIANCE AUDIT
<p><i>Our audit efforts focus primarily on the inherent risks involved in business activities and processes to provide assurance that risks are being managed within the defined level of risk appetite</i></p>	<p><i>We conduct forensic investigations and provide unbiased evaluation of anti-fraud prevention strategies and awareness programmes</i></p>	<p><i>This service addresses organizations' exposure to new and emerging risks stemming from use of technology</i></p>	<p><i>We evaluate the measures instituted by management to ensure that resources have been procured economically and are used effectively and efficiently</i></p>	<p><i>We review organisation's adherence to applicable laws, policies and regulations</i></p>

## PKM CONSULTING SERVICES





## FORENSIC AUDIT SERVICES

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PKM forensic audit services cover the examination and evaluation of client's financial information for use as evidence in court. A forensic audit can be conducted in order to prosecute a party for fraud, embezzlement or other financial claims. In addition, a forensic audit may be conducted to determine negligence, misuse of powers or even to determine undue benefits given to any other company or individual.

We assist our clients to prevent and detect fraud by establishing a comprehensive Fraud Prevention Policy and Strategies.

Our Forensic Audit service typically includes the following:

- *Fraudulent Financial Reporting*
- *Computer Forensic/Ethical Hacking*
- *Workplace fraud investigations*
- *Calculation of economic losses*
- *Business valuations*
- *Professional negligence*

## FUND-RAISING SERVICES

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Most businesses require resources or funds in order to get started or to allow the business to grow and fulfil its potential. Typically, most clients would have used bank overdrafts and loan facilities but find it difficult for a new and growing business to raise additional finance without putting up personal assets as collateral. Even then, security alone is not enough as banks will also want clear evidence that the business will be able to make the necessary repayments. We assist our clients to provide that evidence by developing business plans with financial budgets and cash flow forecasts, and preparing monthly or quarterly management accounts.

## SECRETARIAL SERVICES

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Ensuring you comply with the many complicated legislations can prove to be quite a daunting experience but it doesn't have to be, PKM is always available to assist. We render Company registrations, registration with South African Revenue Services (SARS) for Income Tax, Individual Tax, Value Added Tax (VAT) and Employee Taxes (PAYE, SDL and UIF).

# FIRM EXPERIENCE

The Firm has nine (9) years' experience in assisting and supporting public and private sector clients with the Accounting, Internal Audit, Risk Management, Forensic Audit services and compliance. Our past and present clients include National and Provincial Departments, Municipalities, Public Entities and Constitutional Institutions subject to South African National Treasury Regulations, PFMA, MFMA, Regulatory Financial Reporting Frameworks (IFRS - International Financial Reporting Standards and GRAP - Generally Recognized Accounting Practice).

# SAMPLE CLIENTS & PROJECTS



Accounting & Financial Management Support



Accounting reporting of Department of Tourism, National Skills Fund and SETA funded projects



Accounting reporting to the following project funders:

- Annual Mbokodo Awards funded by the Department of Arts and Culture
- The ICT Indaba Cape Town 2012 funded by the Department of Communications and ICT Corporates



Accounting & Financial Management Support



Preparation of Annual Financial Statement and Audit Files, including assisting with AG Audit queries



Corporate Governance and Board Evaluation and PFMA Compliance evaluation



Co-sourced ICT Audit



Co-sourced Internal Audit



Council for Geoscience

Co-sourced ICT Audit



Co-sourced Internal Audit



Probity Audit



Fezile Dabi District Municipality

Audit Readiness, fielding of AG queries as well as Resolutions of AG Findings



Revenue & Debt Management Improvement Strategies



SAIPA™  
YOUR WEALTH

Out-sourced Internal Audit



## MANAGEMENT

Our professionals are adequately trained and skilled in Auditing, Risk Management, Corporate Governance and Related Assurance. They are members of prestige professional bodies viz. The South African Institute of Chartered Accountants (SAICA), Regulatory Board for Auditors (IRBA), South African Institute of Professional Accountants (SAIPA), Institute of Internal Auditors South Africa (IIASA), Chartered Institute of Management Accountants (CIMA), Information Systems Audit and Control Association (ISACA) and the Institute of Risk Management South Africa (IRMSA).

**Teams of professionals are led by the following skilled and experienced directors:**



**DAVID PHALADI:**

*Executive Director*

Chartered Accountant (SA),  
HonsBCompt,  
MIIASA



**KHOARIPE MODIKO:**

*Chief Executive*

Chartered Accountant (SA),  
Registered Auditor,  
HonsBCompt,  
MCom (Taxation),  
MIIASA



**MPUMI MAGONGO:**

*Executive Director*

Certified Information Systems  
Auditor (CISA),  
BCom Information Technology,  
PGD Computer Auditing,  
MIIASA

The above leaders have worked in the retail sector, manufacturing, accounting and auditing professional services and public sector before they founded the professional audit and assurance business. They are assisted by skilled specialist staff in our business areas.

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