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# Corporate Profile



ISO 9001:2015

# About Us





# About HCO

**HCO & Co., Chartered Accountants (Formerly Habibullah & Co. Chartered Accountants) is a professional services firm providing assurance, tax, financial advisory and consulting services to a wide range of publicly traded and privately held companies. Guided by core values including competence, honesty and integrity, professionalism, dedication, responsibility and accountability, for the last 62 years, HCO has provided quality service and leadership through the active involvement of our most experienced and committed professionals.**

**HCO focuses intently on serving growth-oriented organizations and individuals facing expanding requirements and challenges in this new regulatory era. Whether public or private, middle-market Companies or larger business enterprises, nonprofit organizations or high-net-worth individuals, our clients share the desire to work with experienced professionals who possess the business and technical knowledge to deliver quality services.**

**At HCO, the interests of our clients are paramount. Our focus on the mid-market means we have a real understanding of the environment in which our clients operate and are ideally placed to help them grow and prosper.**





# Mission & Vision

## MISSION

We shall help our clients by fostering an environment that encourages personal and professional growth and a passion for the firm's core values.

## VISION

We will continue to be recognized as a leader in the community – known for delivering timely, quality professional services through a multi-disciplinary approach.

# Philosophy

- Establishing strong platforms of knowledge
- Attaining expertise in diverse fields through training and education
- Attracting and retaining competent professionals
- Attracting and retaining reputed clientele
- Servicing a client with quality, due care and diligence
- Establishing a strong reputation, maintaining professional ethics & integrity
- Adhering to the Independence policy of the firm
- Servicing the respected profession

# Quality Control

A level of trust and confidence in a firm's reputation can be achieved only if users of the Financial Statements are assured with the quality of the audit work that a firm is able to provide.

**HCO** Quality Management System has been awarded ISO 9001:2015 certification and we continuously strive to understand what our clients expect from us, and we are capable of consistently providing you with services that meet your needs and expectations.

**HCO** has also been Peer Reviewed by The Institute of Chartered Accountants of India.



# Services

- Audit & Assurance
- Tax Advisory
- India Specific Services
- Global Mobility Services
- Corporate Law Advisory
- Goods & Service Tax Advisory
- Bookkeeping
- Withholding Taxes Advisory
- Business Advisory

# Audit & Assurance

- Statutory Audit including Tax Audit & GST Audit.
- Internal Audit & Concurrent Audit.
- Management Audit and Operational Audit
- Special Investigation Audit
- System & Process Control Reviews
- Cost Audit/Reviews
- Stock Audit
- Revenue Audit
- Trust and Retention Audit
- Forensic Audit
- Due Diligence



# Tax Advisory

- Tax Number Registration Services.
- Preparation of return under Income Tax, Property Tax, GST, etc.
- Preparation of tax provision calculations, Deferred Tax balances and reconciliations,
- Representation Services before Revenue Authorities & Tax litigation support
- Opinions & Certification
- Remuneration planning and Salary packaging
- Implementing and Operating in the tax consolidation regime.
- Tax Planning Strategy–Optimum use of Tax Incentives.





# India Specific Services

- Company Registrations
- Limited Liability Partnership Formation
- Foreign Direct Investment Compliances
- Setting up Liaison Office, Branch Office, Project Office for Foreign Companies
- Foreign Collaboration Agreement for obtaining FIPB Approval for FDI.
- External Commercial Borrowings (ECB) -Law Procedures & Compliance.
- Virtual CFO
- Payroll

# Corporate Law Advisory

- Statutory Certification under Company Law
- Procedural Compliance relating to Securities laws with Stock Exchange / SEBI.
- Liaison and co-ordinate with the Registrar and Share Transfer Agents, stock exchange, Depositories and the SEBI
- Preparation of the Status and Search Report from Registrar of Companies for Banks / Financial Institutions
- Services for specific assignments like obtaining Central Government Approval, SEBI Approval, ROC Approval, Written opinion, Certification.
- Corporate Secretarial Services
- Annual Filing with Registrar of Companies



# Global Mobility Services

- Tax declaration preparation and submission
- Tax Identification Number Application / Registration at the Local Tax Authorities
- Pre-departure/Arrival meeting with employee
- Preparation of the Annual Tax Return
- Preparation of individual Exit Tax return or tax clearance at the time of departure from Home/host country
- Estimation of social and tax contributions
- Tax De-Registration
- Tax Residence Certificate



## Other Business Advisory

- Annual Financial Report Preparation
- Processing Payroll
- Cash Management Reporting
- Strategic Decision Implementation –National and Global Platform
- Post-merger Consolidation of Accounts
- Physical Verification of Stocks, Assets & Translation of Accounts.
- Financial Analysis
- Accounting System Reviews
- Development of accounting and procedural manuals
- General Accounting Support, as required by Client

# Partners

## CA. T V K Raman

He is a Fellow member of the Institute of Chartered Accountants of India since last 50 years and is senior partner of the firm and has a diverse experience in the field of capital restructuring, designing internal controls and preparing revival packages for companies.

## CA. K.K. Lalchandani

He is a Fellow member of the Institute of Chartered Accountants of India and has 30 years of experience in the profession. He has varied experience in audits and consultancy of externally aided projects, urban development authorities and Government Authorities. Mr Lalchandani has been associated with the firm as a partner since 1994.

## CA. Vivek Agarwal

He joined the firm as a partner in 2004 and is a Fellow member of the Institute of Chartered Accountants of India. He is a qualified information system auditor (DISA) and has done a diploma course in forensic auditing. He is heading the division for international/cross-border transactions, including international tax and compliance for various companies setting up business in India. Apart from inbound cross-border taxation, his profile includes assignments for inbound investment through projects, joint venture companies, setting up of subsidiaries, etc.



# Partners

## CA. Neeraj Bansal

Mr. Bansal is a Fellow member of the Institute of Chartered Accountants of India and a qualified Information System Auditor (DISA). He has more than 20 years of experience in the profession. Mr Bansal joined the firm in 2008 as a partner.

## CA. Mona Agarwal

She is a Fellow Member of The Institute of Chartered Accountants of India. She has vast experience undertaking and conducting statutory, special, and internal audits of manufacturing concerns. She has been associated with the firm since 2001.

## CA. Mohit Agrawal

A Fellow Member of The Institute of Chartered Accountants of India, Mohit has rich experience of more than ten years in the profession. He has handled expat-related tax issues and bookkeeping services for global corporations.

# Partners

## CA. Ravi Agarwal

Ravi is a Fellow member of the Institute of Chartered Accountants of India. He has joined the firm in 2015 and is looking after assurance vertical of the firm and handling direct tax matter of individuals.

## CA. Mohd. Shabbir

He is a Fellow Member of The Institute of Chartered Accountants of India and joined the firm in 2018. Mr. Shabbir has rich experience of more than ten years in the profession

## CA. Akash Kumar

He is a Fellow member of the Institute of Chartered Accountants of India. He joined the firm in 2017 and is looking after the firm's assurance and bookkeeping division.

# Partners

## CA. Shriram Agarwal

He is a Fellow member of the Institute of Chartered Accountants of India and has more than ten years of experience in Audit & Indirect Taxes. He also completed a certificate course in Concurrent Audit of Banks by ICAI.

## CA. Mayank Gupta

Mayank is a Fellow of the Institute of Chartered Accountants of India and has more than ten years of experience in Audit and advisory. He has also completed Certificate Course in Concurrent Audit of Banks & Certificate Course in Forensic Audit & fraud Prevention conducted by ICAI. Mayank also holds a bachelor's degree in law.



# Directors

## CA. Jugal Jaipuria

Jugal is a Fellow Member of The Institute of Chartered Accountants of India and has about 20 years of professional experience in the profession and industry. Jugal is into audit practice and has specialized in ERP Audits, System audits, due-diligence audits, and management audits.

## CS. Vidushi Agarwal

Vidushi has been a member of the Institute of Company Secretaries of India since 2016. She looks after the corporate secretarial department of the firm and advises legal compliance for corporates.

## Ms. Rashi Agarwal

Rashi graduated from Lucknow University with a Business Administration degree in Human Resources and Marketing. She is responsible for the firm's client relations and looks after international business development. She has been associated with the firm since 2005.

# International Affiliations

- Independent member of "**ANTEA**-Alliance of Independent Firms" in India since 2013
- Member of **United Tax Network Worldwide**
- Presence in the Sultanate of Oman through Exclusive license to Leaderly Auditors.
- Global Partner of **MyExpat Taxes** for Indian Taxes and US Tax returns.
- Global Partner for Indian operations of **PetersonSims** Chartered Accountants, UK
- Global Partner of **Alexander Beard Group, UK**, for International Employee Benefits
- Exclusive Business Partner of **Tax Consulting, South Africa**
- Member of the International Network "Doing Business International"



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# *Transforming Knowledge into Values*

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