

**MKIVA**  
Inc.

audit | taxation | advisory



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# Background



## **Company History**

A leading small-sized firm in South Africa

MKIVA Incorporated is a South African professional firm providing Audit, Tax and Advisory services. We have offices in Durban and Johannesburg.

Each MKIVA Incorporated firm is a legally distinct and separate entity and describes itself as such.

MKIVA Incorporated is well represented across the Southern Africa.

Our structure enables a smooth operational integration across Southern Africa providing standard services wherever clients are located.

MKIVA Incorporated governance structure is headed up by a Board which is elected within the Partner body and the executive founder. The Board in turn elects the Chief Executive, who in turn appoints the Executive Committee (EXCO).

# Vision, Growth Strategy, Business Competitiveness, Mission, Goals, and Values



## **Our Vision**

- Our vision is to assist all companies, from small, medium to large and always strive to excel.
- We also strive for companies to understand how to better improve their company finances, through consulting with the decision makers and assistance from external advisors.

## **Growth strategy**

- We aim to expand the company to other Southern Africa countries. Our expansion strategy involves buy-out, firm merge, partnerships and diversification of services.

## **Business competitiveness**

- The company vision is based on “Innovation”, as we employ young and vibrant professionals.
- This strategy helps curb the country’s unemployment issues when it comes to young professionals. Our business methods are based on the notion of “UBUNTU”; as we have recognised that we are who we are at “MKIVA Inc” because of our society.
- Our staff is trained by highly qualified independent trainers and have a high level of technical knowledge.
- We give our clients a peace of mind as we allow them time to manage their operations

## **Our Mission**

- Dedication to every client's success.
- Keeping up to date with the latest technical developments and use the latest software for providing the best services to our clients.
- Maintaining proper records of our clients and regularly reminding them of their statutory obligations.
- Maintaining good relations with various government authorities and follow up on statutory compliance matters with our clients until job is done.

## **Our Goals**

- To grow and nurture responsible professionals that society can trust and rely upon.
- To increase our employee numbers every year to contribute in reducing the unemployment rate in the country.
- To expand our operations throughout nationally and globally.

## **Our Values**

- Integrity “Doing the right thing even when no one is watching”
- Quality Assurance “Delivering reliable results”
- Deliver results “Exceed customer expectations”
- Consistent and Trustworthy “Ethical and building trust in all relationships”
- Relevant and Real “Keep up to date with the latest technical knowledge and staying in touch with people”



# Services

MKIVA Incorporated has solutions to best serve your business needs.

Our services includes amongst others:

## **Audit and other assurance engagements**

We know that close and effective relationships matter to you; thus we offer a partner-led service that draws on our significant knowledge and experience. MKIVA Inc is structured to give you quicker access to our senior professionals who will give you straightforward, practical and technical advice. Our partners are actively involved in assignments; thus turnaround times for decision making is shorter as the people empowered to make decisions are closer to the issues involved.

It is from serving a client base across all spectrums — technical, industry, business size and type — that we have been able to build up industry-specific knowledge. This knowledge means tangible value for our clients as we ensure that we understand the business issues you face.

Our approach is designed to focus on the key financial statement areas and provide clients with constructive ideas for improving internal controls and business systems, thereby adding value to your specific business needs.

- External/statutory audits
- Review engagements in terms of ISRE2400
- Agreed upon procedures
- Quarterly review of management reports



## Risk Advisory and Consulting

The experience we have gained from our audit client base and our insights into a rapidly changing business environment helps us help you in improving your performance and competitiveness.

Our exposure to areas such as finance, risk management, compliance, information technology, operations and human resources means we can identify and assist management in implementing initiatives to save costs in the operations, improve management control and performance, manage risk and deliver enhanced financial effectiveness.

Linked to our assurance services, we perform risk assessments, governance reviews and detailed internal audit engagements. All these services are aimed at enhancing the effectiveness of, and strengthening companies' internal control processes. Our deliverables are practical, and we give value-adding recommendations to improve processes and procedures when benchmarked against international best practices.

### Services include:

- Corporate governance advice
- Enterprise risk management solutions
- Internal audit design and implementation
- Technology risk assurance
- Sarbanes-Oxley compliance
- Company's Act compliance
- Quality assurance reviews
- Business continuity and disaster management solutions
- Compliance reviews (including legal, statutory and international best practices)
- Internal audit services – outsourced and/or co-sourced

## Taxation

We have strong tax specialists that can enhance your business by anticipating the strategic opportunities and risks that may impact on your tax and financial situation.

Taxation is becoming an increasingly complex area. From restructuring international groups to ensuring that cross border tax treaties are maximised and effective tax rates are minimised, to performing tax due diligence on potential target companies, you can expect the best possible professional advice and high quality work and a seamless experience right across our network.

It is becoming increasingly important for companies to ensure that not only do they minimise their exposure to costly tax regimes through effective planning, but also to ensure that they incentivise key employees in the most tax efficient way. Our team will keep you abreast of proposed tax law and regulation changes as they pertain to your operations, helping to ensure that you remain tax compliant. We can assist in structuring your international business in a tax efficient way, helping you put in place effective cross-border strategies to manage your global tax rate and transfer pricing risk.

### Some of our tax services include:

- Corporate tax compliance (including registration, completion and submission of company tax returns)
- Employee's tax
- Individual tax
- Value-added tax
- Tax investigations
- Capital gains tax
- Expatriate tax
- International tax
- Transfer pricing
- Employee share incentives



## Corporate Finance and Business Rescue

Our Corporate Finance professionals provide a wide range of specialist services ranging from initial public offerings to due diligence and professional advice relating to mergers and acquisitions.

We foster an ethos of collaboration without borders, sharing our knowledge effectively to give you seamless service delivery. We are in the unusual position that we have international experience with a local touch, and this gives us a decided edge over the competition. Whether buying, selling or growing your business, there is a chance that you need corporate finance advice.

Our corporate finance team works closely with our audit, business assurance and tax teams to ensure our work is well coordinated and planned; thus providing you with advice across all disciplines.

We are able to provide assistance to companies looking to raise private equity finance and fund private finance initiatives.

### Services we offer in this area include:

- Mergers and acquisitions
- Financial and operational due diligence
- Valuing, negotiating and structuring deals
- Development of exit strategies and divestments
- Valuations
- Business restructuring
- Capital raising
- Investigations and reporting accountants' reports
- Stock exchange listings and sponsor services
- Lead advisory work including fair and reasonable opinions
- Management buy-outs and buy-ins
- Employee share schemes
- Investment analysis
- Working capital management
- Solvency and business liquidation
- Risk and asset management

## Accounting and Reporting

The experiences we have gained from our clients into a rapidly changing business environment help us help you improve your performance and financial position.

Our exposure to areas such as accounting, bookkeeping, financial statement preparations and preparation of monthly management packs, risk management, compliance, operations and human resources means we can identify and assist management in implementing changes in international accounting standards to ensure compliance with IFRS, US GAAP, GRAP, PFMA, MFMA, and other generally accepted standards. Your business operations will improve and management control, performance and risk management will deliver enhanced financial effectiveness.

Linked to our assurance services, we perform risk assessments, governance reviews and detailed internal audit engagements. All these services are aimed at enhancing the effectiveness of and strengthening a company's internal control processes. Our deliverables are practical and value-adding to improve processes and procedures when benchmarked against international practice.

### The services include:

- Accounting and bookkeeping
- Annual financial statements preparation in terms of International Financial Reporting Standard
- Interim Financial Report preparation in terms of IAS34
- Budget and forecast preparation
- Monthly management reports preparation



## Company Secretarial

MKIVA Incorporated Secretarial Division provides company secretarial services. MKIVA Incorporated Secretarial Division has built their business and reputation on simple, yet essential principles, exceptional service and outstanding skills.

MKIVA Incorporated Secretarial Division ensures that not only are their clients guaranteed ongoing advice, but that their organizations align their corporate governance practices with international standards. Due to the stringent enforcement of the Companies Act, companies are now required to handle their business administration and statutory responsibilities with integrity and honesty. This is a service that MKIVA Incorporated Secretarial Division is very proud to administer on behalf of clients.

### **Some of the company secretarial services include:**

- Procurement of shelf companies
- Preparation and submission of all statutory forms to the Registrar of Companies
- Updating and maintaining all statutory books and records of the company, including appointments and resignations of directors, changing company year-ends and changing auditors
- Transfer of shares, allotment of shares, increase of share capital, issuing of share certificates and keeping share certificates in safe custody
- Drafting of directors' and shareholders' resolutions and implementing such where appropriate
- Preparation for, attendance at and taking minutes of directors and annual general meetings
- Guidance to directors as to their powers and duties
- Preparation of Promotion of Access to information manuals
- Implementation of agreements.
- Business plan preparation

## Forensic Investigations

The quantity and size of transactions, as well as where companies have assets located over vast – often remote – areas, increases the risk of fraud. Fraud perpetrated by employees and third parties is often difficult to detect where operations are undertaken in remote locations and could lead to substantial financial losses.

Our forensic services focus on all types of forensic investigations, ranging from small disputes to significant pieces of complex litigation. Our experience in providing written and oral accountancy evidence and pre-action advice has helped leading public companies, governments, international agencies and individuals.

We can conduct a fraud risk assessment across all areas of your operations, and provide and implement a fraud prevention programme designed to detect and prevent fraud within your business.

### **Our expertise cover the full range of forensic accounting and litigation support services including:**

- Pre-action advisory services
- Dispute resolution and litigation support, including expert witness services
- Breach of contract and breach of warranty
- Business interruption
- Professional negligence
- International arbitration
- Class actions
- Forensic due diligence
- Fraud investigations
- Forensic audit and investigation



# Management & Ownership

## **Leadership**

Leadership has been described as a 'process of social influence in which one person can enlist the aid and support of others in the accomplishment of a common task'

Although there are alternative definitions of leadership, good leadership is crucial to the success of institutions and sustained performance.

Leadership is core to MKIVA Incorporated's business. We value leadership in order to build ethical relations, maintain and sustain businesses. Our leadership structure is designed to provide quality and innovative service to our clients, as well as continually measure the company performance against the changing market in order to effect change in society.

## **Unathi Mkiva**

**Bcompt Hons (CTA), CA (SA), RA.**

**Chief Executive Officer and Managing Partner.**

**Mkiva Unathi** as the Chief Executive & Managing Partner and is responsible for our overall strategy, ensuring that our set goals are achieved. Mr. Mkiva's team works effortlessly towards reaching and maintaining company objectives.

## **Zimkhitha Soshankane**

**Bcom, Bcompt Hons.**

**Chief Operations Officer (NE).**

**Zimkhitha Soshankane** as Chief Operations is responsible for the overall operations of the firm including administration and compliance. All client relations are her responsibility including future strategies on managing the firm operations.

## **Silindile Somhlaba**

**Bcom, Bcompt Hons.**

**Associate Executive**

**Silindile Somhlaba** is the head of our Durban satellite office. He has extensive experience in accounting, bookkeeping, taxation and business advisory services. He is responsible for all the coastal operations of the firm.

## Board Compliance

MKIVA Incorporated's Compliance Board is the firm's highest decision-making body and comprises of directors drawn from the full board of directors.

The Board is responsible for the monitoring of and the oversight of activities of the organisation in terms of the South African Company's Act of 2008 and the King III report.

The EXCO is responsible for strategic and operational matters of the organisation.

## Demographics Black

Compliance Board	100%
Executive Committee	100%

We are serious about transformation:

- 100% of our Board is black
- 33% of our Board is female



# Our Commitment

## **Innovate**

**/ɪnəveɪt/**

*verb*

1. We have a team of professionals ready to make changes to your established business processes by introducing new methods, ideas, or new ways of doing business.

“the company’s failure to diversify and innovate competitively”.

## **Professionalism**

**/prəˈfeʃ(ə)n(ə)lɪz(ə)m/**

*noun*

1. We pride ourselves with competence or skills of our team expected of a professional.  
“the key to quality and efficiency is professionalism”.
2. The practising of an activity, especially an expert, in a professional manner rather than making empty promises.  
“the trend towards professionalism”.

## **Integrity**

**/ɪnˈtegrɪti/**

*noun*

1. Our staff is bound by the quality policy of being honest and having strong moral principles.  
“a gentleman of complete integrity”

**synonyms:** honesty, uprightness, probity, rectitude, honour, honourableness, upstandingness, good character, principle(s), ethics, morals, righteousness, morality, nobility, high-mindedness, right-mindedness, noble-mindedness, virtue, decency, fairness, scrupulousness, sincerity, truthfulness, trustworthiness.

2. We are in a state of being whole and undivided.  
“upholding territorial integrity”

synonyms: unity, unification, wholeness, coherence, cohesion, undividedness, togetherness, solidarity, coalition.



## Transparent

trənˈspɑr(ə)nt, trɑːn-, ˈspɛː-/

*adjective*

1. We allow you to observe through our processes so that there are no surprises in your expectations. Distinctly see through the glass.

“transparent, clear and crystal as a water glass”.

**synonyms:** see-through, clear, translucent, pellucid, crystal clear, crystalline, limpid, glassy, glass-like, liquid.

2. We provide ease to perceive or detect.  
“the clients will see through any transparent attempt to serve their needs”

**synonyms:** obvious, explicit, unambiguous, unequivocal, clear, lucid, straightforward, plain, (as) plain as the nose on your face, apparent, unmistakable, manifest, conspicuous, patent, indisputable, self-evident.

## Accountable

əˈkaʊntəb(ə)l/

*adjective*

1. We required our staff to justify actions or decisions; responsible.  
“our team is accountable to our client and the public”

**synonyms:** responsible, liable, answerable, chargeable.

2. We always explain for understanding to our clients.  
“the delays in the engagement were due to unexpected additional work which our team is accountable, we do not consider deadlines to have low priority”

**synonyms:** explicable, explainable.

## Response

rɪˈsɒns/

*noun*

1. Our staff is always available to chat with you any time you require attention, verbal or written answers are always provided.  
“the manager replied to the Chief Executives Officers concerns”
2. Our staff will always give response or must react to your requests.  
“our team is always awaiting to respond to the client needs”

**synonyms:** reaction, reply, reciprocation, retaliation.

## inclusive

ɪnˈkluːsɪv/

*adjective*

1. We will ensure that we service all your needs including all the services or items normally expected or required.  
“proposals stating fully inclusive prices”.

**synonyms:** all-in, all-inclusive, with everything included, comprehensive, in toto.

## Quality policies

The company has policy manuals in place which are inline and frequently updated to meet the requirements of International Standards such as ISA's, ISQC1, IIA etc.

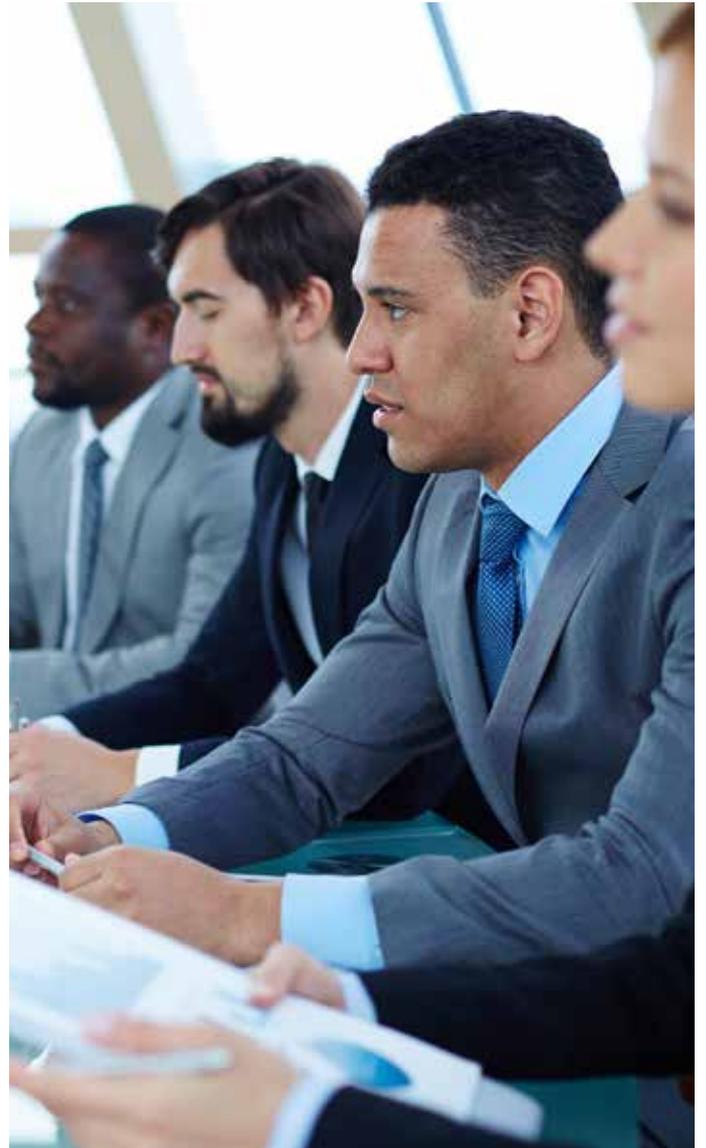
Our firm is reviewed and audited by the Independent Regulatory Board of Auditors (IRBA) every year for compliance.



# BEE Compliance

MKIVA Incorporated is a B-BBEE level 1 contributor. The self-verification certificate/sworn affidavit is based on information available and represents true information based on the verification and analysis completed by management of MKIVA Incorporated.

The calculation of the scores has been determined in accordance with the Department of Trade and Industry's codes of Good Practice on Broad Based Black Economic Empowerment as Gazetted on 11 October 2013.



# Portfolio of Our Happy Clients

We have a reputation in the marketplace for attracting successful growth businesses and assisting them in fulfilling their ambitions. As a result, our clients range from local subsidiaries and some of the country's most innovative entrepreneurs and high net worth individuals.

MKIVA Incorporated staff has experience and expertise to service your business needs.

## **Some of our current and previous happy clients include:**

- Afrimage Communications Close Corporation
- Diamond Property Investments Group Proprietary Limited
- Fikile Rainbow Security Proprietary Limited
- Mogale Solution Providers Proprietary Limited
- Musiqroom Records Proprietary Limited
- Steelvest Proprietary Limited
- President Chayil Proprietary Limited
- Tlhamatsi Africa Projects Limited Co Operative
- Vintage Capital Proprietary Limited
- Zandile Management Services Close Corporation
- The Public Sector
- Kena Outdoor
- Domsa Homes Cc
- 5G Property Consulting
- Marang Afrika
- Rapfumbedzani Attorneys
- Zokoza Business Solutions
- IVO Burial Society
- Mpisi Group
- Khora Afrika Foods Co-Operative
- Ikitse Cultural Solutions Npc
- Leloto
- Outsourced Clinet Solution Group Africa



# Contact us

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Get in touch with us on social networks; we'd love to chat with you regarding any interest you might have in our company.



Thank you for taking the time to read our company profile.

If there are any questions or comments, please feel free to contact us.