



JDT Management Services Pte Ltd
• Corporate Secretarial • Accounts • Taxation • Advisory

 **Joe Tan & Associates PAC**
Chartered Associates

 **PrimeGlobal** | *The Association of Advisory and Accounting Firms*

CORPORATE PROFILE

OUR VALUES : Global Reach | Local Understanding | Personal Connections



We are the award winning firm, a member of PrimeGlobal. Joe Tan & Associates PAC received the Appreciation award in the 2023 PrimeGlobal Asia Pacific Insight Congress for the most active participation and growth. PrimeGlobal is one of the major largest international associations of independent accounting firms in the world, comprised of approximately 300 highly successful independent public accounting firms in over 112 countries with a combined revenue of more than US\$4.3 billion.

Worldwide

PrimeGlobal is ranked as one of the top 3 associations globally, following the International Accounting Bulletin 2022/2023 World Survey results. The IAB Survey celebrates excellence in the accounting profession worldwide, and once again confirms PrimeGlobal as one of the top international associations.

PrimeGlobal is the fastest growing association in Asia Pacific Region 2022/2023 saw PrimeGlobal's Asia Pacific firms reporting a strong aggregated member firm revenue growth of 15% and a 51% increase in professional staff. We are the top 2 association in Asia Pacific Region.

Singapore

- Ranked 1st in fee income (SGD 96.5M) and - 44% growth
- Ranked 1st in total staff (1,160) and -19% growth

We are a leading professional provider of integrated business, auditing, accounting, corporate secretarial and taxation services in Singapore. As a business enabler, we provide outsourced expertise in business support functions that allow clients to concentrate resources on what they do best - building business. Our specialists provide value-added expertise in a range of business areas including auditing, accounting, incorporation of company, corporate secretarial, payroll & taxation services.

We offer our clients top quality professional service, with a personal touch. We are firmly committed to the provision of a high quality accounting service. We place strong emphasis on promptness, accessibility and reliability in our dealings with clients. Our clients range from individuals, sole-proprietors to large multinational companies engaged in a wide spectrum of industrial and commercial activities.

Some of our clients are in the following fields:-

- Agriculture companies | Charities organizations | Commodities Trading companies
- Construction companies | Engineering companies | F&B Companies |
- Fund Management companies | Interior Design companies | Retail companies |
- Investment companies | Semiconductor companies | IT companies |
- Ship Chartering/Bunkering Manufacturing companies | Marine Industries |
- Preparing companies | Non-profit organizations | Training companies |
- Oil-Rigging companies | Professional bodies.

Audit Services

We are committed to delivering independent, efficient, effective and comprehensive audits. We provide quality assurance services to help ensure that our clients' financial statements meet the regulatory and business requirements as well as to lend credibility to the company's financial statements.

We believe in high quality audits. Our audits are led by partners who are heavily involved in the engagements and ensure our staff has the appropriate level of skill and knowledge.

Besides performing statutory audit, we also perform due diligence and other attestation work such as giving independent opinion on grant claims, retail sales audit, lucky draw witness and certification of capital expenditure for tax incentive qualification.

Accounting Services

This practice includes the timely preparation of financial statements, and value-added advice and assistance in the areas of reporting. Our accounting deliverables include the preparation of quarterly GST computation, profit and loss statement, balance sheet, general ledgers and the other relevant schedules.

Payroll Services

Prepare monthly payroll statements showing the calculation of basic salary, commissions, allowances, deductions and deduction of Central Provident Fund. We also prepare statutory Return of Employee's Remuneration (Form IR8A)

Tax Compliance and Advisory

We assist in the preparation of Singapore tax returns both corporate and personal, for submission to the Inland Revenue Authority of Singapore. Similarly through customised solutions, we seek to find tax savings opportunities for each company and individual. Examples of some of the tax planning include having group relief, taking advantage of various tax incentives.

We are the Accredited Tax advisor for the GST and can assist in the certification for the Assisted Self Help (ASK) scheme. The ASK scheme is compulsory for certain business scheme such as the application or the renewal of the Major Exporter scheme.

Corporate Secretarial

This includes maintenance of statutory books and records to ensure compliance with statutory requirements. We also assist the companies to pass the resolution of the directors to regularize recurring corporate secretarial matters involving changes in officers, opening and closing of bank accounts and changes of bank signatories. The services also include preparing annual returns and other secretarial documents relating to the holding of annual general meetings.

Small and Medium Enterprises

Our focus on small and medium enterprises provides attentiveness to this emerging potential pool of businesses. We provide customised business solutions to achieve efficiency and enhanced performance, and also assist in certification exercises, such as government grants and major exporter schemes, as well as other requirements, as needed.





Joe Tan

Managing Partner (CA (S'pore), CPA (Australia), Asean (CPA), SIATP, MPA, BA(NUS))

Joe Tan is a registered Company Auditor with Accounting & Corporate Regulatory Authority of Singapore (ACRA) and an accredited tax advisor with SCTP. He is a member of the CPA Australia, Singapore Institute of Accredited Tax Advisor as well as Institute of Singapore Chartered Accountants of Singapore. He is also a Asean Chartered Professional Accountant. He holds a Master of Practising Accounting from the Monash University. Joe has more than 20 years of accounting, auditing and financial experiences in SME companies, MNC, international firms as well as in Public Service.

Wilson Yeoh

Director (CPA Singapore)



Wilson Yeoh is a registered company Auditor with the Accounting & Corporate Regulatory Authority of Singapore (ACRA). He has more than 20 years of auditing experience over a wide range of industries. These industries include construction, engineering, shipping, associations, churches, clubs, retail, entertainment, information technology, trading & fund management and real estate developers.

Doreen Yip

Executive Director



Doreen Yip is the Executive Director of Financial Outsourcing and Business Advisory. She is responsible for the accounting services which clients have outsourced their accounts to the Firm. Prior to joining the Firm, she has 20 years experience in an US Insurance MNC as a Financial Controller, responsible for all accounting and finance functions for 9 countries in Asia Pacific. Currently, Doreen is a member of the CHIJ (Convent of the Holy Infant Jesus) Board of Management, governing 11 CHIJ schools in Singapore. She is a member of the Finance Committee on the board. She is a Fellow of CPA Australia as well as holding a Master of Business (Accounting) from Monash University.

Joanna Cheong

Director



Joanna Cheong is the Director of Tax and Corporate Advisory. She holds a Master of Business Administration from the Victoria University in Australia. She has more than 10 years of experience in the tax, accounting and corporate secretarial field. Prior to joining the firm, she worked as a senior manager in many international and local banks.



Preston Charles Jansz

Director

Preston Charles Jansz, Director of Business Advisory. He is acting as the company secretary for the clients. Preston started his career in the insurance industry. He was an insurance loss adjuster before moving on to become an insurance broker working in both multinational and local broking firms for more than 20 years. He was a former council member of the Singapore Insurance Brokers Association.



Johan Rusdy

(CA(S'pore), ACCA)

Senior Audit Manager

Johan holding Chartered Accountants of Singapore (CA Singapore) and member of Association of Chartered Certified Accountants (ACCA). He is currently the Audit Manager in the firm, managing the firm portfolio of clients. He has 10 years of audit experiences in various industries including trading, construction, shipping, logistics, fund management, service provider, non profit organisation, oil & gas and investment holding.

Dorothy Celis

Manager for the firm's Audit department, holds an Accounting degree from the University of the City of Manila in the Philippines. Prior to joining the firm, she has more than 15 years of experience performing and managing external and internal audits with Deloitte and Ernst & Young and mid-tier firms in the Philippines, Singapore and Canada. She provided assurance services to both public and private companies in various industries including manufacturing, retail, construction, technology, mining and oil & gas sectors, private equities and charitable organizations.



Natalia Ong

Senior Tax Manager

Natalie Ong, Manager for Taxation. She holds an Accounting degree from the Tarumanagara University, Jakarta. Prior to joining the Firm, she has more than 15 years of audit experience in PwC in Jakarta and a medium sized firm in Singapore. Natalia has experiences in auditing Public listed companies, multi-national companies ("MNC") as well as small medium enterprises ("SME"). She handles a varied audit portfolio ranging from trading, servicing, manufacturing and construction.

