





**BAOBAB**  
CORPORATE GOVERNANCE

# LEGAL AUDIT

---

A high level, legal and compliance audit designed for your business to support the executive and entrepreneur with Corporate Governance, Risk Management and Legal Compliance (GRC).





**BAOBAB**  
CORPORATE GOVERNANCE

# LEGAL AUDIT TOOL INTRODUCTION

By adopting a diagnostic technique that considers legal issues, within a commercial matrix familiar to most business people, we are able to work with you to identify the big picture for your business and help drill down.



# LEGAL AUDIT OVERVIEW



## MISSION

To lay the foundation for an ongoing and proactive legal compliance prevention program for your business. We consider every piece of the puzzle.



## WHAT IT IS

Our Legal Audit Tool has been designed by top tier commercial lawyers to rapidly profile your business within the commercial/legal context and to identify major areas of opportunity and risk within your business and to support growth.



## WHY IS IT IMPORTANT

By adopting a diagnostic technique that considers legal issues, within a commercial matrix familiar to most business people, we are able to work with you to identify the big picture for your business and help you drill down.

Each element of the legal puzzle needs to be considered within your particular business context and a strategic plan implemented having regard to the whole rather than the individual parts of your business.

# HOW IT WORKS



We have fine-tuned our Legal Audit service to fully cover the **fifteen essential elements** of your enterprise.

This ensures that you are totally aware of any hidden risks that might be lurking within your business, and which are often overlooked.



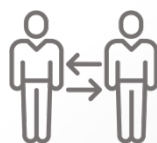
## THE FIFTEEN ESSENTIAL ELEMENTS



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE

# HOW IT WORKS



## BUSINESS & TAX STRUCTURE



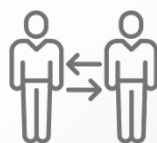
Reconciling commercial needs, asset protection, estate planning and tax objectives that suit your business and personal objectives.



**BUSINESS &  
TAX STRUCTURE**



**OWNER/INVESTOR  
RELATIONS**



**SUCCESSION  
PLANNING**



**STRATEGY**



**ACQUISITIONS &  
DISPOSALS**



**CUSTOMER  
RELATIONS**



**SUPPLIERS**



**HUMAN  
RESOURCES**



**INTELLECTUAL  
PROPERTY**



**GOVERNMENT  
GRANTS/INCENTIVES**



**CREDIT  
MANAGEMENT**



**PREMISES**



**DISPUTE  
RESOLUTION**



**COMPLIANCE**



**CORPORATE  
GOVERNANCE**

# HOW IT WORKS



## OWNER/INVESTOR RELATIONS



A written shareholders agreement to address key management and control issues.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE

# HOW IT WORKS



## SUCCESSION PLANNING



Addressing two fundamental issues; death or permanent disability of a significant shareholder as well as the development of options for an exit strategy.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE



# HOW IT WORKS



## STRATEGY



Regardless of the strategy to accomplish one's business and personal goals, it is imperative to ensure that the rights and obligations of all parties are clearly set out to avoid problems in the future.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE

# HOW IT WORKS



## ACQUISITIONS & DISPOSALS



Be in a position to maximize your sale value and have comprehensive knowledge of the commercial aspects of due diligence programs and be prepared to meet the demands of such programs.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE

# HOW IT WORKS



## CUSTOMER RELATIONS



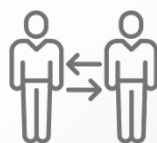
Proactively drafted and tailored terms and conditions of sale and customer contracts can add significant value to a business and ensure a meeting of the minds between the parties from the outset.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE



# HOW IT WORKS



## SUPPLIERS



To equip you in managing your key suppliers, we take a variety of legal issues into consideration when outsourcing both operational and strategic functions in your business.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE

# HOW IT WORKS



## HUMAN RESOURCES



Your business's biggest expense, biggest asset and biggest investment all wrapped into one. The law impacts each and every stage of the human resources process. Have an overview and understanding of how the law operates and applies to your business from a commercial perspective.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURC  
ES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE

# HOW IT WORKS



## INTELLECTUAL PROPERTY



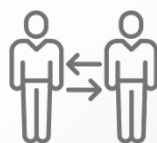
Known as the 'property of the mind', IP represents a significant business asset for your company. Develop appropriate strategies to ensure your IP is identified, protected and, if appropriate, exploited.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE



# HOW IT WORKS



## GOVERNMENT/GRANTS INCENTIVES



These programs aim to stimulate the growth of small businesses to help develop the economy. Understand the key factors that might impact the approval and amount of funding available.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE

# HOW IT WORKS



## CREDIT MANAGEMENT



This involves your Credit Policy, Credit Control and Debt Collection and Recovery. The stronger your Policy and Control systems are, the less time you need to spend on Collection and Recovery.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE

# HOW IT WORKS



## PREMISES



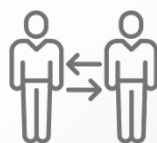
The terms of leasing premises have to align with the commercial objectives of your business. Maximize the opportunity and minimize your risks through a properly documented deal.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE



# HOW IT WORKS



## DISPUTE RESOLUTION



This is often the result of poor communication and/or poor documentation of essential contract terms. Understanding the commercial risks of not resolving the dispute, and to engage with the other party in meaningful dialogue, can set the platform for the resolution without resort to litigation.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE

# HOW IT WORKS



## COMPLIANCE



Directors now face increased levels of legislation which has the potential to impose upon their personal liability which is not always covered by insurance. This means, that as a director, your personal assets may be at risk. Effective compliance must include management responsibility and evidence of effective management systems.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE

# HOW IT WORKS



## CORPORATE GOVERNANCE



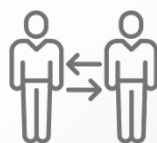
Good Corporate Governance improves the quality of business and investment decisions by improving the decision-making process. Ensure the rigorous application of management practices and principles designed to balance the competing aims of a company's key stakeholders.



BUSINESS &  
TAX STRUCTURE



OWNER/INVESTOR  
RELATIONS



SUCCESSION  
PLANNING



STRATEGY



ACQUISITIONS &  
DISPOSALS



CUSTOMER  
RELATIONS



SUPPLIERS



HUMAN  
RESOURCES



INTELLECTUAL  
PROPERTY



GOVERNMENT  
GRANTS/INCENTIVES



CREDIT  
MANAGEMENT



PREMISES



DISPUTE  
RESOLUTION



COMPLIANCE



CORPORATE  
GOVERNANCE