



Doing common things, *uncommonly well.*

Secretarial Compliance

Blue Consulting Pvt. Ltd.

A Finance & Accounts outsourcing company

www.blueconsulting.co.in

About Secretarial compliance

At BC, we have the expertise, experience and a proven approach in this process. Outsourcing this process could be one of the best investments you will make in today's highly competitive world. Our goal is to be a trusted partner in your business by bringing value and serving as an integral part of your set up.

BC's execution strategy, at a glance

- A detailed due diligence procedure is carried out to map the present status of Secretarial Compliance
- A checklist of applicable provisions under the Companies Act, 1956 is prepared
- Quarterly preparation of Minutes of Board Meetings and updation of statutory records
- A status report of Secretarial Compliance to management within an agreed time period

Indicators: When to outsource Secretarial Compliance?

- When paid up capital is less than Rs. 5 crore and it is not feasible to employ a full time company secretary
- When there are regular delays in filing statutory forms and returns with the Registrar of Companies (ROC)
- When statutory records required under the Companies Act are not regularly maintained and updated

"We have always found your approach to assignments and dealings to be of professional and best quality. Reports from your team have always been backed by good preparation and deliberation"

CFO of a leading Industrial Gas Manufacturer

Would you like to meet for a professional assessment of your requirements? Please contact us:

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