



**SARCO**  
Consultants LLP.

Profit from Corporate Excellence



**SARCO**  
*As your*

**Corporate Excellence Partner**



## **Corporate Excellence:**

*The ability of a Company to outsmart competitors consistently over a long period of time*



# SARCO

## as your

# Corporate Excellence Partner

AVAILABLE AS ONE PACKAGE

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STRATEGIC PLANNING



SYSTEMS FRAMEWORK



OPERATIONS FRAMEWORK



CUSTOMIZED SOFTWARE &  
APP DEVELOPMENT



CHANGE MANAGEMENT



TAX ADVISORIES



INTERNAL AUDIT &  
RISK ASSESSMENT



COMPLIANCES



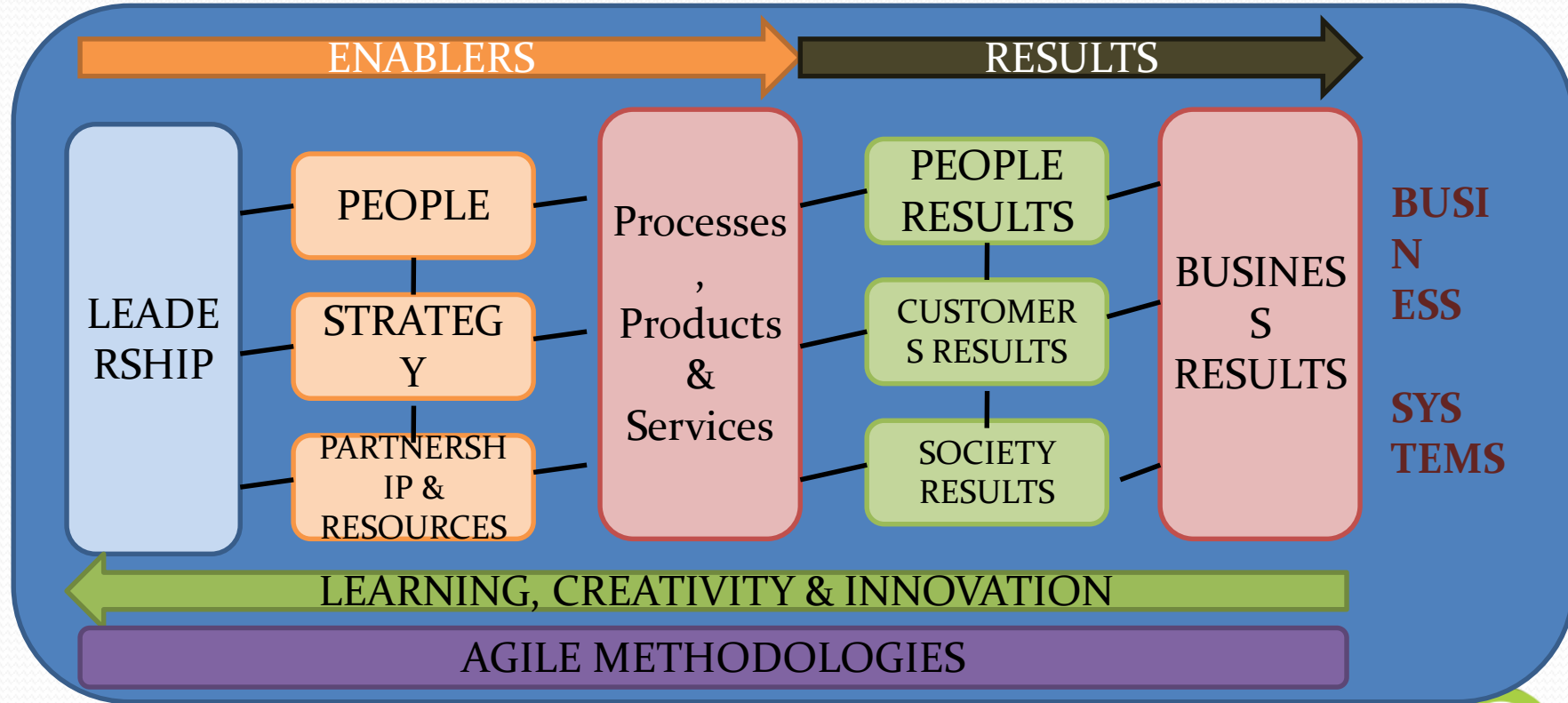
PROCESS STREAMLINING



HR & PAYROLL OUTSOURCING



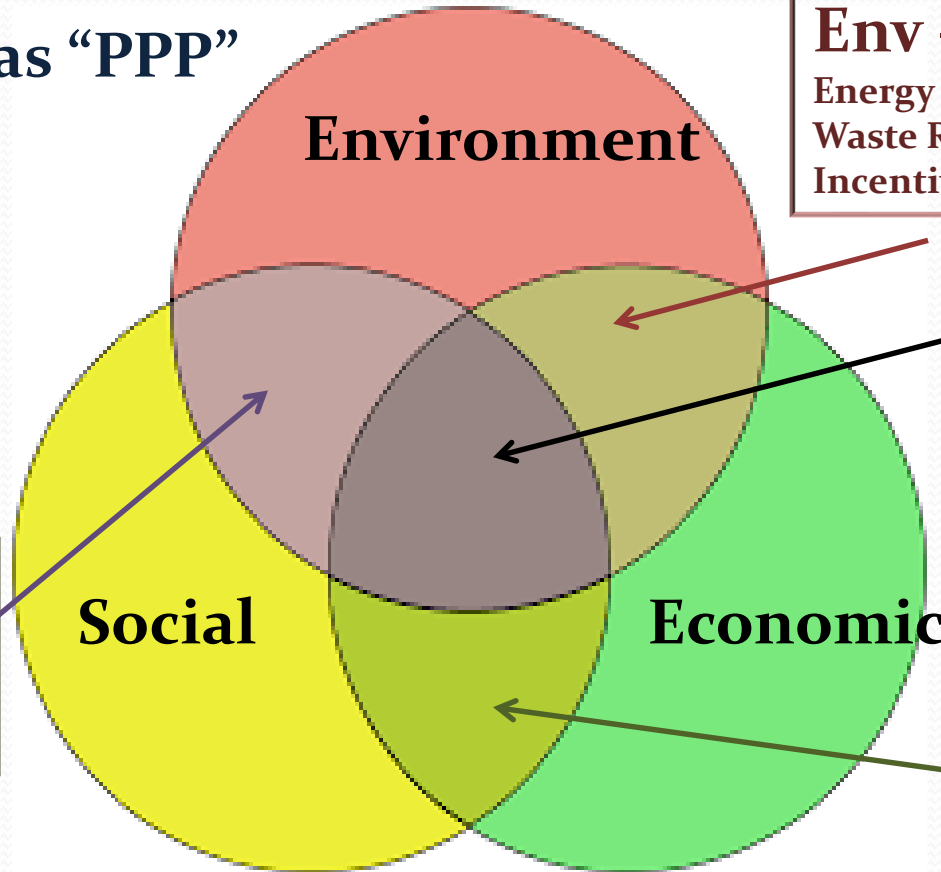
# Adapted from the Baldrige Excellence Framework & EFQM Excellence Model



# The Sustainability Model

Also known as “PPP”

**P**lanet,  
**P**eople &  
**P**rofit



**Env – Eco**

Energy Efficiency  
Waste Reduction  
Incentives

**Sustainable**

**Env – Soc**

Env Justice  
Use of  
Biodegradables

**Eco – Soc**

Business Ethics  
Fair Trade  
Workers Rights



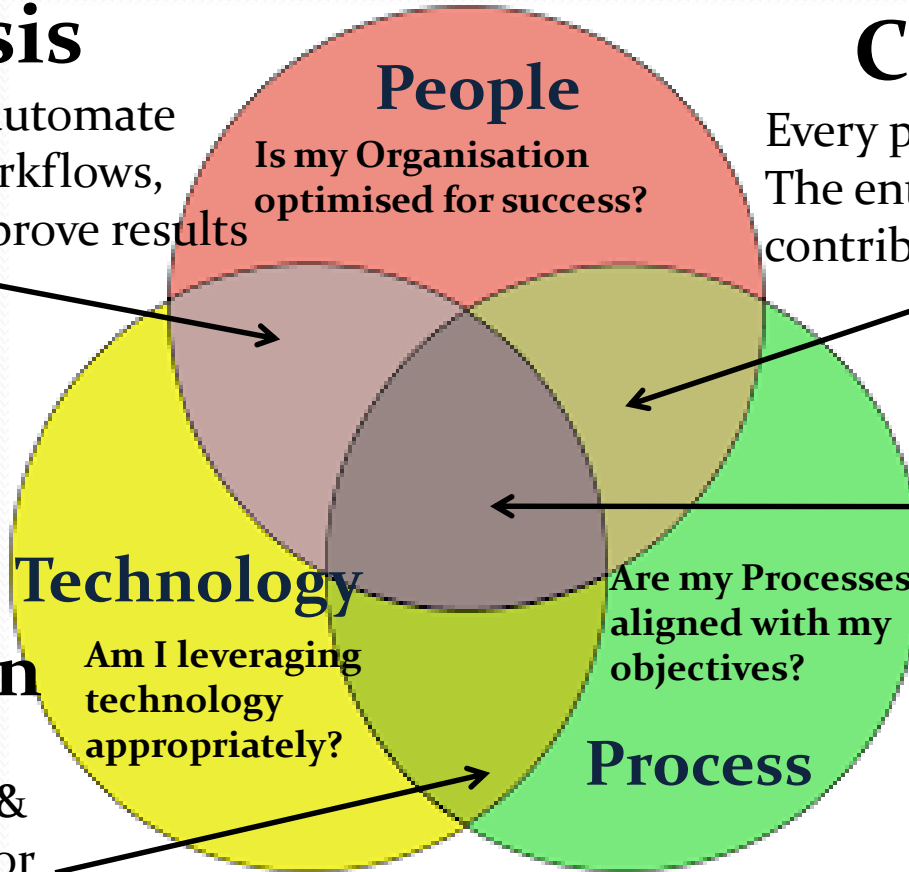
# The Critical Elements

## Analysis

Technology should automate  
Tasks or improve workflows,  
Enabling staff to improve results

## Collaboration

Every participant must understand  
The entire process and his  
contribution



Think Sustainable,  
Long-Term Growth



# Value Proposition

## Sustainable Growth & Profits

## Safeguarding Assets & Profits



HIGHER PROFITS

Minimum 1-1.5% - 12-12.5% increase  
in BOTTOM LINE PROFITS!

COMPANY WIDE shift to  
CORPORATE EXCELLENCE



# Components of CEP



**Strategic Planning**

**Systems Frameworks**

**Operations Frameworks**

**Sustainable Growth & Profits**

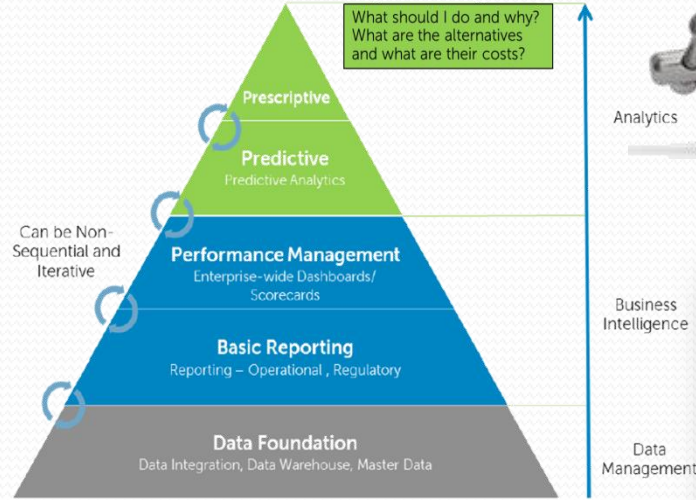




# Components of CEP



## Tax Advisory



### THE NEW INTERNAL AUDITOR

Objectively Review  
Systems of Internal  
Control

Meet People & Help  
them Assess and  
Manage Risk

Systematic

Adaptable

Clinical

Compassionate

Independent

Valuable

Analyse

Facilitate

Calculate

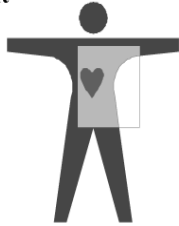
Think About

Expert

Learner

Report

Communicate



HARD

SOFT

Internal Audit

Management Information Systems (MIS)

Compliances

Safeguarding Assets & Profits



# Deliverables

➤ <b>Strategic Planning</b>	
✓ Pre-Assessment Phase	
○ Set up Planning Team	Strategic Planning Team
○ Data Collection and Review	
✓ Assessment Phase (One Time)	
○ Identify Strategic Issues	Strategic Issues Document
○ Identify Opportunities and Threats	Opportunities and Threats Statement
○ Identify Strengths and Weaknesses	Strengths and Weaknesses Statement
○ Identify Aspirations and Results	Aspirations and Results Statement
○ Core Competence Analysis	CCA Report
○ Identify USPs	USP Statement
○ SWOT Analysis	SWOT Report
○ SOAR Analysis	SOAR Report



# Deliverables

✓ Design Phase (One Time)	
○ Mission Statement	Mission Statement
○ Vision Statement	Vision Statement
○ Values Statement	Values Statement
○ Competitive Analysis	Competitive Analysis Statement
○ Identify Strategic Alternatives	Strategic Alternatives Statement
✓ Build Phase (One Time)	
○ Set Priorities	Prioritised Strategic Alternatives
○ Organisation-wide Goals and Measures	Organisation Goals and Measures
○ KPI Definitions	KPI Statement
○ Strategic Plan	Strategy Charts, Maps



# Deliverables

○ Cascade to Departments	Departmental Plans, Goals, Kpis
○ Cascade to Individuals	Individual Plans, Goals, KPIs
✓ Manage Phase	
○ Implementation Schedule	Strategic Plan Implementation Status Report (Quarterly Basis)
○ Tracking Goals and Actions	
○ Review and Adapt, where needed	
○ Update Strategy, where needed	
➤ <b>Systems Frameworks</b>	
✓ In Depth Systems Study (One-time)	Systems Study Report
✓ Systems Mapping (One time)	
○ Existing Requirements	Gap Analysis Report, with Recommendations, Systems Scalability Roadmap



# Deliverables

○ Anticipated Future Requirements	
○ Best Practices	
✓ Determine Systems Requirement (One time)	Systems Requirement Specification
✓ Make / Buy Decision Support (One time)	Request for Quote (RFQ), if Buy
✓ Systems Audits	Systems Audit Report (Quarterly)
➤ <b>Operations Frameworks</b>	
✓ Detailed Organisation Charts (One time)	Organisation Chart
✓ Define Roles, Responsibilities & Qualifications (One time)	RRQ Matrix
✓ Identify Areas for Policies, Guidelines and Standard Operating Procedures (SOPs) (One time)	Policies, Guidelines, SOPs
✓ Identify Training needs (One-time)	Training Calendar
✓ Rewards Management Strategy (One time)	Rewards Management Strategy



# Deliverables

✓ Employee Engagement Strategy (One time)	Employee Engagement Strategy
✓ Operations Audits	Operations Audit Report (Quarterly)
➤ <b>Statutory Compliances</b>	
✓ Direct Taxes	
○ Income tax computations, Returns Filing and Tax Audits	Submissions as per the due dates
○ Advance Tax Computations	Submissions as per the due dates
○ TDS computations and returns filings	Submissions as per the due dates
○ Assisting in responding to department queries and representing before tax departments apart from assessments	As and when required
○ Advising for effective tax planning and recent updates in applicable tax laws	As and when applicable



# Deliverables

➤ Risk Management and Internal Audit	
✓ Internal Audit	
<ul style="list-style-type: none"><li>○ Comprehensive and Process Based</li><li>○ Transaction and Accounting Advisory</li></ul>	Internal Audit Report on a monthly basis shall be delivered by 15 <sup>th</sup> of succeeding month. <b>Reporting template has been attached for your perusal. <i>The template may be customised to suit your requirements.</i></b>
<ul style="list-style-type: none"><li>○ Advising for effective tax planning and recent updates in applicable tax laws</li></ul>	As and when applicable



# Deliverables

➤ <b>Management Information Systems (MIS)</b>	
✓ <b>Comprehensive Reporting and Analysis</b>	
○ FS – Balance sheet and P&L	All reports prepared and analysed on Quarterly basis shall be delivered by 15 <sup>th</sup> of succeeding month.
○ All Financial Aspects	
○ Inventory Ageing Analysis	
○ Receivables / Payables Ageing Analysis	
○ Key Financial Ratios	
○ Trends Analysis	
○ Outlet-wise Performance Analysis	





CEP gives you the freedom to concentrate  
on your **CORE BUSINESS AREAS**

*...while we take care of the rest!*



# THANK YOU!

We look forward to a long and mutually rewarding association with you!



[www.sarcoconsultants.com](http://www.sarcoconsultants.com)



[contact@sarcoconsultants.com](mailto:contact@sarcoconsultants.com)



+91 89569 71427

