



COMPANY
PROFILE

Fostering an improved business and value adding environment.

About us

- ACCOUNTING AND FINANCIAL MANAGEMENT
- TAXATION & TAX PLANNING
- INTERNAL AUDIT & RISK MANAGEMENT SERVICES
- MANAGEMENT CONSULTANCY
- BUSINESS PLANS AND FINANCIAL PROPOSALS
- COMPANY FORMATION AND SECRETARIAL SERVICES
- BUSINESS AND TRADE LICENSES
- WORK & RESIDENT PERMITS
- STRATEGIC PLANNING

Impact 2000 Network (Pty) Ltd, as a company, was incorporated in Botswana in April 2000 under company registration number BW0000004853. The company trades under a registered business name – Impact Business Consultants.

VISION

To be the premier provider of professional and business management services in Botswana and beyond at a competitive price without compromise.

MISSION

To add value by making a positive difference in businesses and individuals through providing affordable and efficient services in the spirit of team work.

VALUES

At Impact Business Consultants, we are driven by the following key values:

- Integrity
- Excellence
- Holistic value of an individual (Spiritual, Social, Intellectual)
- Transparency / honesty
- Dedication



SPECIALIST SERVICES

The company provides the following specialist services:

- **Accounting, Tax & Financial Management:**

The consultants have vast experience in setting up computerized accounting and management information systems. They also pride themselves in having expertise in taxation and tax planning for both companies and individuals, internal audit, risk assessment and management.

- **Company registration & Secretarial Services:**

We register new companies, trade names and advise clients on Companies Act requirements, preparation and submission of annual returns to the Registrar of Companies (CIPA). We stock a number of shelf companies which we make available for clients to choose from in order to speed up business set ups.

- **Strategic Planning:**

We assist businesses in Strategic planning, succession planning and leadership development. We train business executives on how to formulate long-term plans for their businesses. Our consultants are able to apply their experiences in different types of businesses.

- **Business Management Services**

We advise and assist clients on requirements for business licensing, bank account opening and general business management services. For foreign investors, we assist with applications for work and resident's permits

- **Training and Accounting Software Services**

We pride ourselves in providing quality training in the following:

- Finance for Non-Financial Managers
- Accounting packages: Quick Books, Pastel, Legal Management Systems (LMS) software for Legal firms.

We are accredited qualified trainers of Quick Books and LMS in Botswana. We also supply and support these accounting programs.

We currently operate from Unit 103, Central Square, Plot 54354 New CBD, Gaborone. We have a staff complement of 13 full-time staff. We have an internship program for graduates and also hire part time consultants from time to time depending on the need.

CONSULTANCIES UNDERTAKEN

The company has over the past 22 years successfully undertaken a number of consultancy assignments.

We:

- Were engaged (by Botswana University of Agriculture and Natural Resources (BUAN) to provide Accounting and Advisory services for a period of over 1 and a half years. This covered preparation of Annual Financial Statements, monthly Management Accounts and various reconciliations of Books of Accounts .
- Were contracted to assist Botswana International University of Science and Technology (BIUST) over a 22 months period. This assignment involved preparation of financial statements and facilitation of audit. This consultancy was done in conjunction with Deloitte Botswana.
- Successfully completed an assignment with Lucara – a diamond mining company in Letlhakane, in Finance and Administration management for about three months.
- Provided Accounting, Financial and Administrative services to Minchin & Kelly (Botswana), a renowned law firm in Botswana and their related companies for over five years.
- Managed funds on behalf of The Development Bank of Southern Africa (DBSA) in South Africa through Southern Africa Trust (SAT) for SADC C NGO as the beneficiary for one year.
- Provided accounting and secretarial services to E Botswana (television company).
- Set up Accounting and management of information systems for SADC Council for Non Governmental Organizations (SADC- CNGO) and provision of accounting services.
- Conducted an internal audit investigation and ATM reconciliations for Botswana Building Society.
- Set up an Accounting and Procedures manual, Systems design, and provided accounting services for SAIMED (Southern Africa Institute of Media Entrepreneurs Development), The Botswana Red Cross and Botswana Couriers among other companies.
- Were engaged by the International Federation for Red Cross (IFRC) to clear the 2-year Accounting backlog, preparation of financial statements and audit facilitation for the Botswana Red Cross Society. We also developed an Accounting and Procedures manual for the organization.
- Performed loans and Investments reconciliation and accounting backlog for Botswana Savings Bank for a two-year period.
- Handled Accounting backlog for the Central District council in Serowe (Local Authority Accounting) over a two-year period.
- Prepared financial statements, reviewed accounting system and developed a Financial and Accounting Manual, installed Pastel Accounting Software, trained and implemented the computerized accounting system for Serowe Printers Co-operative Society.
- Facilitated training in Finance for Non-Financial Managers for BOCONGO (Botswana Council for Non-Governmental Organizations) and SAIMED in Botswana, Zambia and Malawi.
- Are an approved distributor and support provision of Quick Books Accounting software and (LMS), a legal management system for law firms.

CORE CONSULTANTS & STAFF

In addition to the in-house staff complement, Impact Business Consultants has a network with an array of adjunct consultants depending on the need.

HAROLD KACHAJE - (Managing Director)

Mr. Harold Kachaje is a Fellow of Chartered Association of Certified Accountants (FCCA) and of Botswana Institute of Chartered Accountants (FCA (Bots)), with more than thirty years post qualification experience.

As a renowned consultant, he has extensive experience in Accounting, Taxation and Tax planning, Internal Audit and Risk Management, Company Secretarial, Business Management services, Entrepreneurial skills and Financial management for Donor Funded projects (NGOs). He has also facilitated training workshops in the field of "Finance for Non-Financial Managers in Zambia, Malawi and Botswana

Prior to setting up the consulting firm, Mr. Kachaje worked as Finance Manager for Botswana Building Society, Financial Controller for Finance Corporation of Malawi, He also worked for various companies including David Whitehead & Sons, National Seed Company, Cargill Malawi and Ethanol Company of Malawi at senior levels.

He sits on the boards of a number of companies locally and subsidiaries of International companies as a director.

Mr. Kachaje served as a member of the SMME Committee of the Botswana Institute of Chartered Accountants (BICA) for three years, Vice President of the ACCA Botswana branch Executive Committee looking after member affairs for six years. He served on a number of boards for charitable and Civil Societies in Botswana.

SHANNON STEYN – (Director)

Shannon is a member of the Botswana Institute of Chartered Accountants holding a diploma qualification with Chartered Institute of Management Accountants as well as her professional diploma with Association of Accounting Technicians.

Mrs. Shannon Steyn joined the firm in 2010 as an Accountant and over the years, she has gained valuable experience in the preparation of Financial Statements, Tax Computations and Tax Returns as well as Business Management and Financial reporting. Through her various senior roles and responsibilities, Shannon has transitioned over to the Company Secretarial department to manage the CIPA registration and formation of new companies and business names as well as other business setup formalities like trademarks and trade licenses. She also assists with obtaining work and residence permits for foreign investors.

Shannon has attained valuable and quality skills in Business Administration, Financial Management, both internally as well as externally through serving high profile clients.

GAOFENNGWE KESETSELEMANG (Accounting Manager)

Ms. Kesetselemang is a member of the Botswana Institute of Chartered Accountants holding an advanced diploma with Association of Accounting Technicians and currently studying towards a full qualification with ACCA.

She started her accounting career with Impact 2000 Network over twelve years ago and had since gained in-depth knowledge and expertise in Management Accounting, Financial Statements preparation, Internal Audit, Training & Mentoring, Tax Planning & Management, Business Valuations and Regulatory Compliance.

She has worked with the firm's diverse portfolio of SME clients from business industries including legal Firms, Manufacturing, Quantity Surveyors, Property Investments, Retail, Transportation, Schools, NGO's, Technology and Consultancy companies.

Ms. Kesetselemang is proficient with multiple accounting tools including QuickBooks (both Desktop an Online), ACCPAC, Pastel Partner, Legal Management Systems (LMS) and CaseWare.





LEEMA BOND KUHLMANN (Senior Accountant)

Leema is an Accountant registered with the Botswana Institute of Chartered Accountants as an Acc. Technician. He has more than 7 years' experience in Audit & Accounting. He has over the years worked for Audit firms which include Mazars and Pricewaterhouse coopers where he worked as an audit associate for the latter. He is able to prepare financial statements and produces tax computations for submission to Botswana Unified Revenue Services.

His experience extends to preparation of Business proposals and Cash Flow Projections for companies that need funding to institutions such as CEDA and Commercial Banks. He also has experience in doing Share Valuations for companies. He has extensive knowledge of use of computerized accounting systems such as Quick Books and Legal Management Software (LMS) for legal firms.

He is currently pursuing ACCA qualification after having completed his Bachelor of Accountancy Degree at the University of Botswana in 2013.

Other Staff Members:

Kaone Themani
Accountant

Tsholo Molefe
Accountant

Khumo Mmerek
Accountant

Bame Moganetsi
Accountant

Reabetswe Mochawe
Accountant

Tshidi Dichaba
Senior Business
Administration Officer

Margaret Dichaba
Administrative Officer

Thandi Nfila
Front Office - Admin Assistant

A SAMPLE LIST OF SOME COMPANIES AND ORGANISATIONS THAT WE HAVE PROVIDED SERVICES TO:



CONCLUDING REMARKS

Impact Business Consultants is a professional one stop service provider offering services including: setting up of a company, establishment of business systems, accounting, due diligence, returns filing and government compliance checks.

Many of our clients have found it much easier to set up and run their business establishments in Botswana due to the excellent services we provide resulting from our many years of experience. We make it look so simple and leave clients happy. Our Motto is "Adding value to your business".

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