



DTC SERVICES CATALOGUE

CONSULTANCY AND ADVISORY SERVICES

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TO OUR ESTEEMED CLIENTS

DTC Partners, Professionals and Staff are pleased to present this services catalog to existing, new, and potential clients. This catalog presents **DTC** consultancy and advisory services that are tailored to meet clients' business needs.

DTC consultants and advisors support and enable clients to face changing and challenging business environment, make business opportunities, and add value to their businesses and customers.

DTC professionals are internationally-qualified and are constantly updated and exposed to international markets. **DTC** does not only provide local business solution, but advises clients with international trends, standards, and best practices.

DTC is committed to serve clients as a business partner; not only as an external advisor.

Ahmed Hussein

Partner

Developers for Training and Consultancy (DTC) is a regional training and consulting services group established in 2008 in **Cairo**.

DTC has business and professional networks and client portfolio in Egypt, Sudan, Lebanon, Libya, Kenya, Saudi Arabia, Qatar, Kuwait and United Arab Emirates.

DTC is engaged in provision of a wide integrated and comprehensive range of consultancy and advisory services, corporate training, international professional certification, and executives and staff selection services.

DTC partners, executives, consultants and trainers are professionally certified by international professional bodies in many disciplines including accounting, finance, human resources management, project management, governance, compliance, risk management and business valuation.

DTC team accumulates years of in-depth practical professional experience working for and serving a diversified portfolio of clients regionally and internationally.

DTC MISSION, VISION & VALUES

DTC Mission

To provide client-tailored, high-quality, initiative, and innovative solutions to enable our clients to face challenging and ever-changing business environment.

DTC Vision

To act as business partners to our clients to jointly develop business opportunities, strategies, plans, and institutional capacity. We partner with our client in a team of “Business Developers”.

DTC Values

We believe, adopt, and live or values of integrity, excellence, and innovation. **DTC** team members are independent, objective, and competent.

WHAT DOES DTC PROVIDE?

International Professional Certification programs

Corporate and Public Training programs

Financial and Management Consultancy services

Executive Selection Advisory services

DTC CONSULTANCY AND ADVISORY SERVICES

Internal Auditing
Consultancy
& Outsourcing

Compliance
& Corporate
Governance

Risk
Management

Organizational
Development

Human Capital
Development

Executive
Selection
Advisory
Services

Policies
& Procedures
Manuals
& Accounting
Systems

Corporate
Finance
& Investment

International
Development
Consultancy
& Economic
Studies

INTERNAL AUDITING CONSULTANCY & OUTSOURCING

DTC's Partners and Consultants, who are members of the Institute of Internal Auditors (IIA), provide the clients with a wide range of internal auditing services to ensure that control systems, structures, operations, and programs are adequately designed and effectively implemented to maximize organizational capabilities for risk management, governance, compliance, and control that are required to secure achievement of business goals and objectives.



INTERNAL AUDITING CONSULTANCY & OUTSOURCING

DTC Internal Auditing Services include:

- Assessing existing internal auditing function and provide plans for restructuring to comply with the IIA professional standards.
- Developing internal audit department (IAD) charter and code of ethics.
- Developing IAD policies and procedures manual.
- Selection and training of Chief Internal Auditor and internal audit staff.
- Developing risk matrices and correspondent internal auditing programs.
- Coaching internal audit team.
- Conducted full scope or special outsourced internal audits.

COMPLIANCE & CORPORATE GOVERNANCE

DTC is a leading training and consulting firm in corporate compliance and governance. DTC is the sole provider in Egypt of the international training and certification program; Certified Compliance Officer (CCO) accredited by the International Academy of Business and Financial Management (IABFM). DTC supports clients in developing and implementing their compliance programs and governance structures.



COMPLIANCE & CORPORATE GOVERNANCE

DTC Compliance and Corporate Governance Services include:

- Assessment and mapping of legal and regulatory non-compliance risks.
- Developing compliance programs including controls and procedures to effectively mitigate identified risks.
- Developing mandate and structure of compliance department.
- Selection and training of Chief Compliance Officer and compliance auditors.
- Developing compliance audit programs including procedures to ensure implementation of approved compliance programs.
- Developing and evaluating governance structures.
- Developing charter and mandate of main committees of Board of Directors: audit committee, nomination and compensation committee, risk management committee, etc.
- Coaching investor relations officer and corporate governance officer in developing and presenting periodical reporting to shareholders and regulatory agencies and stock exchanges.

DTC is a leading training and consultancy firm in Risk Management. DTC was the leader in introducing the internationally well-recognized certification of Financial Risk Manager (FRM) accredited by the Global Association of Risk Professionals (GARP). DTC has assisted clients in Egypt and the Arab Gulf Region in developing and monitoring implementation of their risk management plans.



RISK MANAGEMENT

DTC Risk Management Services include:

- Risk Assessment and risk mapping.
- Developing Enterprise-wide Risk Management (EWRM) plan.
- Developing mandate and structure of risk management committee.
- Selection and training of Financial Risk Officer and Operational Risk Officer.
- Developing internal audit programs for risk management processes/plans.
- Independent review of risk management processes/plans.

ORGANIZATIONAL DEVELOPMENT

To anticipate and effectively respond to the ever-changing business environment, companies and organizations have to develop and modernize their organizational structures and human resource to maximize flexibility, effectiveness, and efficiency in the business processes and operations.

DTC provides technical assistance to the clients to effectively and smoothly design and implement necessary restructuring and reorganization programs while successfully managing the change.



ORGANIZATIONAL DEVELOPMENT

DTC Organizational Development Services include:

- Organizational performance assessment and diagnostic reviews.
- Restructuring and reorganization.
- Develop change management plans and provide advisory support for change implementation.
- Developing functional statements and job descriptions.
- Developing Monitoring and Evaluation plans and systems (M&E).

HUMAN CAPITAL DEVELOPMENT

Human capital is a main investment asset of business organizations that requires constant maintenance and development.

DTC supports clients in designing and implementing human resources development programs.



HUMAN CAPITAL DEVELOPMENT

DTC Human Capital Development Services include:

- Designing annual performance evaluation plans.
- Designing and conducting training needs assessments.
- Human resources restructuring.
- Developing human resources planning and career development programs.
- Developing, remuneration, compensation and executive and staff motivation programs; including employee stock option plans (ESOP).
- Salary surveying.
- Outsourced personnel administration including salary tax and social insurance records and filing.

EXECUTIVE SELECTION ADVISORY SERVICES

DTC supports clients in identifying and satisfying their needs for executives, management, and professional staff in a wide variety of specialization.

DTC has completed a large number of executive and staff selection engagements for the Region's blue-chip companies covering a full range of industries including Financial Institutions, FMCG, Telecoms, Pharmaceutical, Manufacturing, and Trading.



EXECUTIVE SELECTION ADVISORY SERVICES

DTC Executive Selection Advisory Services include:

- Advise client on relevant ways to satisfy needs for human resources; including headhunting.
- Jointly with client, develop selection criteria and proposed compensation packages.
- Locate, contact, screen potential candidates.
- Conduct pre-interview of identifies candidates.
- Conduct candidate assessment and technical tests, as needed.
- Nominate best candidates to client and present an assessment of each candidate according to identified criteria.
- Schedule client interviews with agreed-upon candidates.
- Coordinate contracting and hiring executives and staff (including salary negotiation and reference checks).
- Provide orientation and pre-job training, as needed.
- Professional staff secondment services (accountants, IT professionals, administrators, etc.), as needed.

POLICIES & PROCEDURES MANUALS AND ACCOUNTING SYSTEMS

DTC has built and maintain a diversified expertise in developing Standard Operating procedures (SOPs) and policies and procedures manuals for many business activities in manufacturing, trading, financial institutions and services organizations that covers operational and financial aspects/functions of a business.



POLICIES & PROCEDURES MANUALS AND ACCOUNTING SYSTEMS

DTC Policies and Procedures Manuals and Accounting Systems Services include:

- Developing accounting systems.
- Developing cost accounting systems.
- Developing cost reduction and cost rationalization programs.
- Developing budgeting systems.
- Business process reengineering.
- Developing SOPs for different business process and cycles.
- Outsourced accounting and bookkeeping services.
- Providing Tax Advisory Services.

CORPORATE FINANCE & INVESTMENT ADVISORY SERVICES

DTC experience and networks are employed to provide clients with innovative and tailored professional and expert advice in relation to investment and finance decisions throughout the life-cycle of their businesses and projects.



CORPORATE FINANCE & INVESTMENT ADVISORY SERVICES

DTC Corporate Finance and Investment Services include:

- Locating, screening, and monitoring investment opportunities according to client's investment strategy.
- Conducting financial and economic feasibility assessments.
- Companies Formation & Investor Proxy.
- Carrying out due diligence for business acquisition and merger.
- Business valuation for potential acquisition or divesting.
- Business promotion for divesting, equity financing, or joint-ventures.
- Preparation for public offerings and listing on stock exchanges.
- Arranging structured-finance solutions.

INTERNATIONAL DEVELOPMENT CONSULTANCY & ECONOMIC STUDIES

DTC partners with international consulting firms in consortiums for implementation of donor-funded development projects.

DTC conducts economic researches and studies across a broad range of applied economic issues. Economic consultancy and research services are provided to governments, donors, international development agencies, banks and private sector clients.



INTERNATIONAL DEVELOPMENT CONSULTANCY & ECONOMIC STUDIES

DTC International Development Consultancy and Economic Studies **Services include:**

- Designing and implementing plans of technical assistance of donor-funded projects in areas of capital markets, microfinance, SMEs access to finance, SMEs business development services (BDS), business incubators, etc.
- Conducting overall country economic assessment.
- Conducting economic researches at macro and economic sector levels.
- Conducting economic feasibility assessments at micro level.
- Monitoring and evaluation of development programs.
- Formulating and analyzing policy for public and private organizations.

SELECTION OF DTC CLIENTS

DTC takes pride in the fact that the majority of our clients are either repeat clients or referrals from previous satisfied clients. The fact indicates a great degree of confidence our clients have in our services, creating a challenge for us to meet and exceed our clients' expectations.

DTC served clients in seven countries in the Region; Egypt, Saudi Arabia, Kuwait, Qatar, United Arab Emirates, Libya and Jordan.

DTC served clients in a wide variety of business sectors including:

- Government.
- Investment Banking & financial institutions.
- International development agencies & consulting firms.
- Pharmaceutical & Medical Services.
- Food & Beverages.
- Travel, Tourism, Hotels & Transportation services.
- Automotive, Engineering, Textile & Cement industries.
- Real estate investment & construction industries.
- Sports.

SELECTION OF DTC CLIENTS

The following is a selected list of **DTC**'s consultancy and advisory services clients:

| | Client | Sector/Industry | Country |
|----|--|---------------------------|---------------------------|
| 1 | Gulf Investment Corporation (GIC) | Investment Banking | Kuwait |
| 2 | Ministry of Finance | Government | State of Qatar |
| 3 | African Export & Import Bank (AFREXIMBANK) | Regional Bank | Egypt |
| 4 | European Bank for Reconstruction and Development (EBRD) | International Development | Egypt |
| 5 | United States Agency for International Development (USAID) | International Development | Egypt |
| 6 | Lundbeck Middle East Regional Office | Pharmaceutical | Egypt, Saudi Arabia & UAE |
| 7 | Pfizer | Pharmaceutical | Egypt |
| 8 | GlaxoSmithKline | Pharmaceutical | Egypt |
| 9 | Alcon Labs | Pharmaceutical | Egypt |
| 10 | Mega Pharma | Pharmaceutical | Egypt |
| 11 | Al Borg Laboratories | Medical Services | Egypt |
| 12 | Biolab | Medical Services | Kingdom of Jordan |
| 13 | Roaya for Tourism and Real Estate Development | Real Estate | Egypt |
| 14 | Red Sea Pearl for Touristic & Real Estate Investment | Hotels & Tourism | Egypt |
| 15 | Hyundai Passenger Vehicles (Mohamed Yousuf Naghi Group) | Automotive Trading | Saudi Arabia |

SELECTION OF DTC CLIENTS

Selected list of **DTC**'s consultancy and advisory services clients:

| Client | Sector/Industry | Country |
|--|----------------------------|----------------------|
| 16 Hafil Schools Transportation | Transportation services | Saudi Arabia |
| 17 Grant Thornton | Public Accounting services | United Arab Emirates |
| 18 DuPont Danisco | Nutrition & Health | Egypt |
| 19 Deloitte & Touché Bakr AbulKhair & Co. | Public Accounting services | Saudi Arabia |
| 20 Ulker | Food Industries | Egypt |
| 21 Ariston Thermo Group | Engineering Industries | Egypt |
| 22 Arab International Company for Hotels and Tourism (AICHT) | Hotels & Tourism | Egypt |
| 23 Otis | Engineering Industries | Egypt |
| 24 CNFA –Zaytoun Project | International Development | Egypt |
| 25 Chemonics International Egypt's Competitiveness Project (ECP) | International Development | Egypt |
| 26 McDonald's Egypt | Food & Beverages | Egypt |
| 27 Egyptian Spinning & Waving | Textile Industries | Egypt |
| 28 Jan Burger | Food & Beverages | Saudi Arabia |
| 29 Bina for Advanced Concrete | Construction | Saudi Arabia |
| 30 Campagnie Internationale Wagonlit Travel | Travel & Tourism | Egypt |

SELECTION OF DTC CLIENTS

Selected list of **DTC**'s consultancy and advisory services clients:

| | Client | Sector/Industry | Country |
|----|--------------------------------------|------------------------------|---------------|
| 31 | Arab House for Touristic Investments | Travel & Tourism | Egypt |
| 32 | SOUDANCO | Food & Beverages | Egypt |
| 33 | Synergy Advisory | Consulting services | Sate of Libya |
| 34 | African Volleyball Confederation | Regional Sporting Federation | Egypt |
| 35 | Naghi Motors Corporation | Automotive Trading | Saudi Arabia |
| 36 | Excel Travel | Travel & Tourism | Egypt |
| 37 | Al-Khorayef Group | Industrial | Saudi Arabia |
| 38 | Al QARYAN Steel | Industrial | Saudi Arabia |
| 39 | Metito Water Treatment | Engineering Industries | Egypt |
| 40 | Bina for Ready Mix Products | Construction | Saudi Arabia |
| 41 | Delta Pharma | Pharmaceutical | Egypt |
| 42 | ASEC Cement | Cement Industry | Egypt |
| 43 | Momen Group | Food & Beverages | Egypt |
| 44 | Manafea Holding | Investment | Saudi Arabia |
| 45 | Aman Bank | Banking | Sate of Libya |
| 46 | Qataria Diar | Real Estate | Egypt |

SELECTION OF DTC PREVIOUS ASSIGNMENTS

| Client | Service |
|--|--|
| 1 Ministry of Finance- Qatar | Executive Selection- Economic Advisor |
| 2 Gulf Investment Corporation-Kuwait | Executive Selection- Training Manager |
| 3 United States Agency for International Development (USAID) | International development: financial sector and SMEs development and access to finance |
| 4 Lundbeck ME (Cairo, Dubai and Riyadh) | Development of financial and accounting systems |
| 5 Mega Pharma | Due Diligence for a majority stake acquisition |
| 6 Al Borg Laboratories | Development of internal audit function |
| 7 GlaxoSmithKline | Development of accounting and financial reporting systems & Executive selection |
| 8 Arab International Company for Hotels & Tourism | Financial study for fund raising |
| 9 African Export & Import Bank | Accounting services |
| 10 Excel Travel | Development of finance function |

SELECTION OF DTC PREVIOUS ASSIGNMENTS

| Client | Service |
|---|---|
| 11 Arab House for Touristic Investments | Business valuation for a majority stake acquisition |
| 12 Egyptian Spinning & Waving | Accounting and Taxation consultancy |
| 13 CNFA Zaytoun Project | Financial Review |
| 14 Dupont Danisoc | Accounting services |
| 15 African Volleyball Federation | Developing job descriptions |
| 16 ASEC Group | Policies & procedures manual for a subsidiary |
| 17 Mohamed Yousef El Naghi Group (Saudi Arabia) | Accounting consultancy & Executive selection |
| 18 Qataria Diar | Tax advisory services |
| 19 Bio-Lab (Kingdom of Jordon) | Assessment of financial & management controls |
| 20 Pfizer Egypt | Accounting services |
| 21 Royaa for Real Estate Investment | Accounting services |

SELECTED CLIENT TESTIMONIALS



“African Export-Import Bank is the trade finance bank for Africa. We only work with the best consulting and training companies that can meet our high expectations. We work with Developers for Training and Consultancy as they understand our exacting requirements and meet our expectations.”

Mr. Philip Kamau, Senior Director



“As the only Egyptian partner to Chemonics’ consortium for the implementation of USAID’s Egypt Competitiveness Program (ECP), Developers for Training and Consultancy-DTC- has proven to be a strong, professional, and diversified partner. DTC’s expertise in development consulting with a team of long and short term advisors covering areas of non-banking financial services, development of small and medium enterprises, microfinance, business incubators, and business development services has been excellent. Partnering with DTC was a key success factor for many activities and results achieved by ECP.”

Mr. Dan Berkshire, Program Director



“Developers for Training and Consultancy has proved itself to match international standards for which they received acknowledgement from the headquarters in Denmark.”

Dr. Mourad M. Ali, the Managing Director of Lundbeck Middle East and Pakistan

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