



**UNIVERSITI TEKNOLOGI MARA CAWANGAN KEDAH
INTRODUCTION TO ENTREPRENUERSHIP ETR 300**

**INTEGRATED DYNAMIC & CO
PUBLIC ACCOUNTING**

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KEPADA SESIAPA YANG BERKENAAN

Tuan/Puan

ASAS KEUSAHAWANAN (ETR)

Adalah dengan segala hormatnya dimaklumkan bahawa penama-penama yang dinyatakan di bawah ini adalah pelajar-pelajar UiTM Kampus Sungai Petani yang mengikuti subjek Asas Keusahawanan yang dikendalikan oleh Pusat Pembangunan Usahawan Malaysia (MEDEC) pada semester ini.

Salah satu daripada syarat di dalam subjek tersebut ialah pelajar-pelajar dimestikan untuk menyediakan satu Rancangan Perniagaan (RP) yang lengkap mengenai projek yang mereka pilih sendiri.

Pelajar-pelajar berkenaan ialah :

1. ARNIDA ALIAS
2. NORFAZILAH IBRAHIM
3. STI AISHAH ZAKARIA
4. NORLIZA MD YUSUF
5. SHAIFUL AZHAR ABU BAKAR

Pihak kami amat berbesar hati sekiranya pihak tuan/puan dapat memberi kerjasama yang sewajarnya kepada penama berkenaan.

Sekian, terima kasih.

Yang benar

MOHD. AZHAR OSMAN

Koordinator
b.p. Provos

EXECUTIVE SUMMARY

Integrated Dynamic & Co Business Plan contains a coverage of a public accounting firm or simply known as audit firm .It includes the main services such as company , audit and tax .In the introduction we had elaborated about the nature of the our partnership .As it is considered to a professional services each of our conduct is subjected to rules and restriction provided by Malaysian Institute of Accountant (MIA) and such relevant professional conduct and ethics .Meanwhile in the administration department , each position is being specified briefly .Also includes ,incentives given by ID & Co to its employee .In the marketing department , we have to bare in mind that we cannot simply advertise our services directly to the public .Therefore ID & Co is being governed by Section 18(g) of the Accountant Act 1967 (refer to Appendix) .As a new audit firm , our targeted client will be small and medium business size entrepreneur .Operational department describes each services provided and also time duration to complete the entire task .Last but not least , ID & Co financial department shows how our company being managed in term of financial side in the next 3 years .For the first year ID & Co gain a normal profit and able to cover all the cost incurred .For the coming year we are expected of an increase in our annual return by 2 till 4 percent .

INTRODUCTION

Integrated Dynamic & Co is a business partnership which is consist of five member partners as our company leader. We are specializing in accounting services. Before the company being commenced we had already registered as on authorized audit firm with Malaysia Institute Of Accounting (MIA) on 1 November 2001.

The business that we are running is totally different with production based company. Our main activities involves with:

- ✦ Management Consultant
- ✦ Auditing
- ✦ Taxation

Our business is located at:

Integrated Dynamic & Co,
No 130, Tingkat Satu
Jln Kelab Cinta Sayang
Taman Ria Jaya, 08000,
Sungai Petani, Kedah.

The operation begins on 1 January 2001.

We choose this type of business based on several factors:

- ⊙ The area is a new township so, there are still need any public accountants firm.
- ⊙ Less Bumiputera involved in this field.
- ⊙ Try to help new entrepreneur to manage their business smoothly in financial area.
- ⊙ Try to reduce off tax payment as minimum as we can.

The purpose of making this Business Plan is:

- As a guidelines to arrange and manage the business especially for the new entrepreneur as we are.
- To study and evaluate the feasibility of the business.