



# Finance & Accounting Outsourcing Services for CPA Firms

**Digitally Powered Solutions to Manage Your Accounts**

## FINANCE OPERATIONS TO INCREASE BUSINESS EFFICIENCY

For long now, CPA (Certified Public Accountant) firms have been using the traditional accounting-focused approach. However, with the businesses looking to transform their finance operations into a strategic asset, it is time for CPA firms to re-invent themselves. We at Datamatics Business Solutions Ltd. (DBSL) facilitate such transformations with the right balance between human talent and technology. We work alongside CPA firms to fuel such strategic transformation, helping them establish themselves as modern future-ready proactive firms.

We serve 100+ CPAs globally through our comprehensive suite of tax preparation, bookkeeping & accounting, and payroll compliance solutions. With over 1,000,000+ Tax, Bookkeeping, and Financial Statements processed during nearly two decades, Datamatics is a distinguished name in the finance and accounting outsourcing space, delivering end-to-end accounting & tax services to CPAs across the globe.

## WHY DATAMATICS BUSINESS SOLUTIONS LTD.?

At Datamatics Business Solutions Ltd. (DBSL), we believe in human-machine collaboration through state-of-the-art technology. It helps us create solutions that can serve a greater good, while helping businesses grow. We harness best-in-class accounting talent & technologies to help CPAs and accounting firms attain their business goals.

### KEY HIGHLIGHTS

A comprehensive suite of accounting services for global CPAs & accounting firms



Unique commercial models (Pay-as-you-go, dedicated FTE, per-file cost, etc.)



Robust SLAs for service assurance



18+ Years of expertise serving the US CPAs & accounting firms



Complete GDPR conformance & SOC compliance



~100% client retention



The unique amalgamation of human expertise and man-made technology makes us the preferred choice of finance & accounting partner for a plethora of CPAs, accounting firms, & businesses all over the USA. We are delivering it for them; we can deliver it for you.

## THE US FOCUSED ACCOUNTING SERVICES

Attaining financial goals needs a proactive, best approach. It not only will save you time and money but will also serve as the catalyst of growth & scalability. Our comprehensive suite of accounting, tax & payroll services for the US CPAs, accounting firms and enterprises across industries covers.



### Bookkeeping

- ▶ Invoice (Purchase/sales) recording
- ▶ Preparing aging reports & summaries
- ▶ Payment/collection recording
- ▶ Debtors & creditors ledger Scrutiny
- ▶ Bank Account Reconciliation
- ▶ Credit card reconciliation
- ▶ Inventory reconciliation
- ▶ Fixed Assets Accounting
- ▶ Month-end journals
- ▶ Month-end Closing and Reporting.
- ▶ 1099 Processing



### Accounts Production

- Preparing financial statements
- Year-end Journal adjustments
- General ledger scrutiny
- Reconciliation of assets and liabilities
- Analytical review and variance analysis
- Preparation of excel schedules and workings to support financial statements
- Year-End Management accounts
- Audit and Assurance



### Tax Processing

- Individuals – 1040, 1040A, 1040EZ, 1040NR
- Partnerships – 1065
- Corporations – 1120, 1120S
- Fiduciaries – 1041
- Non-Profits – 990
- Estate & Gift Tax – 706
- Sales/Use Tax



### Payroll Processing

- Payroll Processing
- Payroll Tax Compliance
- Time & Attendance Systems
- 940 & 941s
- W2 & W4 Reporting
- Quarterly & Annual Tax

## SOFTWARE'S & ACCOUNTING TOOLS WE EMPLOY



## INFORMATION SECURITY & PRIVACY COMPLIANCE

### Controls – Data in Transit

- DLP (Data Loss Prevention)
- SFTP (Secure FPT) – File transfers
- Dual Factor authentication

### Controls – Data in Transit

- Folders encrypted
- Defined access levels

### Information Security

- Secure End User Computing
- Websense Proxy controlling internet access
- Secured Perimeter Protection through the right firewalls and policies

### Legal & Other Requirements

- Data Protection Addendum
- Privacy Policy implemented & on website
- ISMS policies updated to incorporate Privacy
- DPO appointed
- DPIA (Data Privacy Impact Analysis) done

### Awareness & Training

- Induction Training for every new employee
- ISMS Tests
- GDPR Awareness Test

### Physical Security

- Biometric access controls
- Facilities managed by security guards 24x7
- Fire drills – periodic basis

## FRAMEWORK

### DEFINE

- Kick off call
- Process scoping
- Identify key criteria
- As-IS process study
- Creation of project team
- Set Project expectations
- Create Transition Plan

### IMPLEMENT

- Kick off call
- Process scoping
- Identify key criteria
- As-IS process study
- Creation of project team
- Set Project expectations
- Create Transition Plan

### DESIGN

- Project plan Sign off
- Technology Implementation Plan
- Resource Planning & Implementation
- Set Governance & Communication model
- "Success criteria" definition

### GO-LIVE

- Project Initiation
- Set up Operation Governance
- Set Ongoing Feedback and monthly, quarterly and half yearly reviews

## AWARDS & CERTIFICATION





## COMBINING EXPERIENCE, SCALE AND TECHNOLOGY

Datamatics has been examined and audited specifically for all its service lines in accordance with the GAP Analysis and DPIA, to confirm that the controls are suitably designed to meet the requirements of GDPR. Datamatics has also achieved SOC 1 Type I (Financial Accounting, Tax and Payroll Services) – Attestation Standards SSAE 18.



**Websense DLP (Data Loss Prevention)** – to prevent potential data leakage intentionally or unintentionally and to monitor, block data flowing through various channels like Email, Web, LAN etc.



**Websense Proxy** – for controlling internet access



**Disk Encryption Software** – McAfee file folder encryption to encrypt every bit of data that goes on a disk or disk volume and to protect information by converting it into unreadable code that cannot be deciphered easily by unauthorised people.



**Secure File Transfer Protocol (SFTP)** – to transfer files to remote system in a secure way and to control data in transit.



**Two Factor Authentication on SFTP** by enabling One-Time Password (OTP) functionality

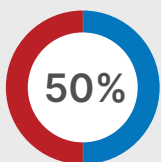


**Isolation of Network Zones** for the processes falling under GDPR.

## OUR PROMISE

### MORE PROFITS

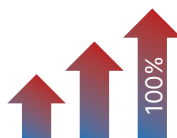
A mark-up can be made so compliance generates a good profit without taking up your resources.



Potential increase in net profit per job

### ZERO OVERHEAD COSTS

No long term sick leave, paid leaves, holidays, paternity/maternity breaks, training cost, pensions, and payroll taxes.



Potential savings on in-house overheads

### BOOST EFFICIENCY

Improve service delivery capability, move in-house staff to jobs with higher a higher charge out rate.



To turnaround accounting jobs

### SAVE TIME

Save time on training staff and delivering compliance jobs. Lengthen the business day by 4.5 hours by taking advantage of the time difference between India and the UK.



Access to jobs, scheduling and tracking

### FLEXIBLE RESOURCES

Cope with peaks and troughs. Easily scale your teams at the same rate are your business needs it to, with no lag or investment risk.



Zero worries about losing staff

### ACHIEVE WORK LIFE BALANCE

Ease the burden on your staff and help them enjoy a better work-life balance by outsourcing



Zero worries about losing staff



## WHAT OUR CLIENTS HAVE TO SAY

### "Why we chose Datamatics..."

"We chose Datamatics after a thorough due diligence of 6 service providers across 4 cities in India... the output delivered requires minimal review and our internal staff now focuses on higher value jobs..."

**Partner at a leading Chartered Accounting firm**

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### "Ten Years and going strong..."

"We are now entering into the seventh year of our association with Datamatics. The team at Datamatics has shown a very strong work ethic and close attention to detail. This, coupled with their flexible client centric approach, has encouraged us to confidently pass a greater volume and scope of work to them."

**Partner at a leading Chartered Accounting firm**

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### "Our Treasured Partner..."

"Partnering with Datamatics has provided an efficient, Flexible, Cost effective solution. We are impressed with the quality of Datamatics Professionals & the quality of the output received. We shall continue to look to Datamatics as a treasured partner."

**Managing Partner at a leading International Accounting Alliance Network**



## THE DATAMATICS ADVANTAGE

Established in 1982, Datamatics Business Solutions is a global provider of intelligent Business Process Management (iBPM) services including Finance and Accounting Outsourcing services. Datamatics is a 38+ year old organisation, headquartered in Mumbai (India) and is an IEC 27001:2013 for Information Security and ISO 9001:2015 for Quality Management System certified company.

Datamatics is a customer centric organisation and as a dedicated supplier of back-office outsourcing services, is currently helping over 100+CPA Firms trust us across the globe, Corporates, SMEs and some of the Fortune 500 companies across the globe, to become more profitable.

- Global end-to-end finance & accounting services
- Deep expertise in US and Canada accounting & tax
- Special expertise in managing peak season volumes
- Unique commercial models
- Full GDPR & SOC compliance
- Robust SLAs for service assurance
- 100% client retention

Datamatics Business Solutions Ltd. (DBSL), is a leader in providing business process transformation and outsourcing solutions to Fortune clients and global enterprises across industries. For more information on Finance & Accounting Solutions, write to us at [marketing@datamaticsbpm.com](mailto:marketing@datamaticsbpm.com).

**APAC:**  
+91 22 6771 2001

**US:**  
+1 571 281 0707

**EU:**  
+44 2030 265 330

**WEBSITE:**  
[www.datamaticsbpm.com](http://www.datamaticsbpm.com)

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