



## Planning, Advisory, Consultancy & Risk Analysis

Every successful assignment follows a full and thorough planning process, the results of which are captured in the assignment letter. The assignment letter forms the terms of reference for all aspects of the assignment from the start date through to the intended end date. Our experienced team's personalised approach to consulting and advising on every aspect of this initial stage ensures a successful outcome.

**We help to design and run, or co-run a global mobility program that is most suitable for your needs but one that is also compliant with all regulations in home and host countries.**



THE **ASSIGNMENT MANAGEMENT SPECIALISTS**

**Our wealth of experience means we can help identify opportunities for cost reduction, efficiencies and risk mitigation. Best practices include:**

- ✓ Policy analysis, development and implementation together with a strategic review of an assignment program
- ✓ Thorough analysis of best practice and benchmarking
- ✓ We undertake audits to ensure compliance – to ensure that all regulatory and legislative requirements are met
- ✓ You will be prepared for any review by home or host country authorities
- ✓ All stages and aspects of the assignment are known in advance before the assignment begins. Service level agreements, performance management and reporting
- ✓ International Assignment Policies will help your assignees fully understand what is expected of them and what the company's obligations are to them
- ✓ Our years of international experience means we can identify and advise on matters which may be overlooked
- ✓ Risk analysis and mitigation