

FIDINAM HR AND PAYROLL SERVICE OFFER

FIDINAM DUBAI, WITH YOU AT EXPO 2020 NEW INTERNATIONAL STANDARDS FOR THE BRITISH VIRGIN ISLANDS



## **fidinam**

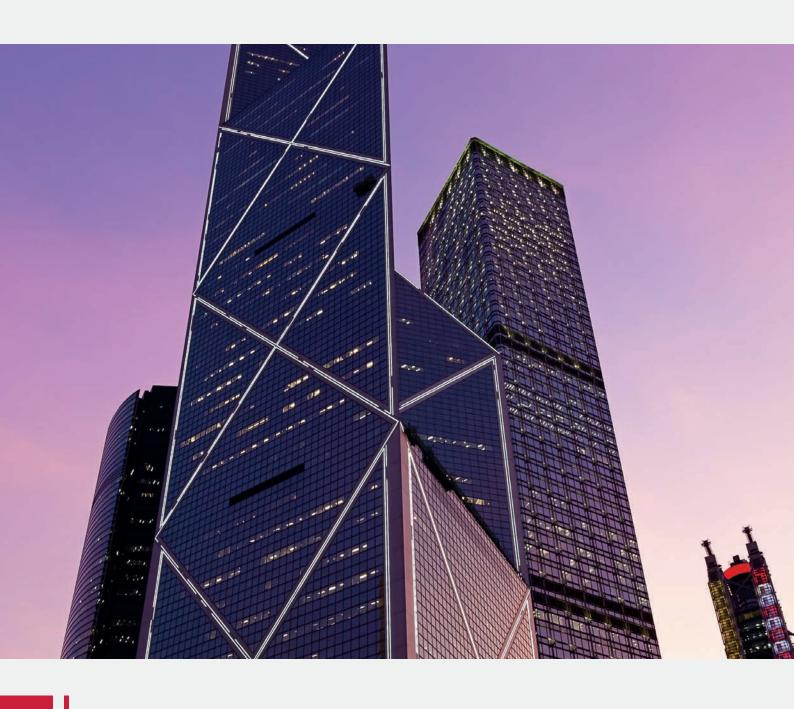
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### FIDINAM HR AND PAYROLL SERVICE OFFER

#### HR AND PAYROLL SERVICES

In today's market, many companies outsource their payroll functions to specialized professionals, since they face growing challenges, both internally and externally. Choosing the right professionals to outsource payroll functions can create competitive advantages by relieving payroll resources. The Employment Ordinance in Hong Kong covers all types of employees – full-time, temporary, or

part-time – and provides broad rights and protections in respect of contract terms, statutory holidays, Mandatory Provident Fund payments, sick and maternity leave, and severance and long-service payments. Our HR and payroll services provide you with everything you need to keep on top of essential HR requirements prescribed by the Employment Ordinance.

Regardless of the scale of the outsourcing needs, we can provide top-quality fully

managed payroll and Human Resources administration services that include the following comprehensive range of services:

#### Payroll administration

- Payroll calculation and payments according to employment agreements (including bonuses and double pay if any)
- Mandatory Provident Fund (MPF) enrolments



- Completion of MPF contribution procedures
- Maintenance of client payroll accounts
- Distribution of pay slips to employees, in paper or electronic form
- Preparation of payroll reports

## Human Resources administration and support

- · Maintenance of personnel records
- Leave and sick record updating
- · Staff self-service via the Internet
- Advice on employment regulations
- Medical insurance liaison for employees

## Hong Kong salaries tax compliance and advisory services

- Completion and submission of Employer's Tax Returns (Form IR56B)
- Notice to IRD for new employments and cease case of employment (Form IR56E and IR56F)
- Completion and submission of Employee's Individual Tax Returns
- Completion and Submission of the Notification By An Employer Of An Employee Who Is About To Depart From Hong Kong (Form IR56G)
- Reviews of remuneration packages for possible tax-planning opportunities
- Implementation of tax-efficiency schemes
- Calculation of hypothetical salaries tax under a tax equalisation scheme

## IMMIGRATION AND RELOCATION SERVICES

Hong Kong ranks as one of the most business-friendly jurisdictions facilitating foreign investment. Fidinam (Hong Kong) offers assistance to expatriate clients and their families who are moving to Hong Kong.

Nationals of about 170 countries and territories may visit Hong Kong visafree for a period ranging from 7 days to 180 days. During their stay, visitors are permitted to conduct certain kinds of business, such as conducting negotiations and signing contracts.

In general, foreign citizens need a visa to enter Hong Kong. The only exceptions to these regulations are for temporary visitors from various countries. Nationals of some countries (e.g. Angola, Iran, or Laos) always require a visa for legal entry. The citizens of many other countries, however, are allowed to stay without a visa, but only for a limited period of time, ranging from seven days to six months. The latter again depends on a person's specific nationality and type of travel document. Unless a person has the right of abode or right to land in the HKSAR, he/she will require a visa or entry permit to work, study, establish or join in any business, take up residence or to remain in the HKSAR as a visitor beyond their designated visa-free period.

As an international financial center, Hong Kong maintains an extremely flexible employment policy for highly skilled business professionals, as well encouraging immigration by investors, entrepreneurs and people of talent. Each application will be determined on its individual merits. An applicant must meet the standard immigration requirements as well as the relevant specific visa eligibility criteria.

Admission schemes for talent, professionals and entrepreneurs are as follows:

- General Employment Policy (GEP)
   for non-Mainland residents –
   Professionals
- General Employment Policy (GEP) for non-Mainland residents – Entrepreneurs
- Admission Scheme for Mainland Talents and Professionals (ASMTP)
- Quality Migrant Admission Scheme (QMAS)
- Immigration Arrangements for Nonlocal Graduates (IANG)
- Admission Scheme for the Second Generation of Chinese Hong Kong Permanent Residents (ASSG)



#### SARA SILENZI

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# VISA APPLICATION IN HONG KONG: AN INTERVIEW WITH SARA SILENZI

Mrs. Sara Silenzi, Manager of the Italian Desk of Fidinam (Hong Kong) Limited was interviewed by the Italian Chamber of Commerce in Hong Kong and Macao to find out more about the HR and Visa System in Hong Kong. The interview was published in the Italian Chamber's Magazine.

#### What are the types of visas available in Hong Kong? Do they all grant the right to reside in Hong Kong?

There are four main categories of visas in Hong Kong: Visit/tourist, Study, Employment and Investment. The visas that grant the right to reside for a long-term period in Hong Kong are the Study Visa (only for the duration of the courses), the Employment Visa (usually for 2 years for the first applications) and the Investment Visa (usually for 2 years for the first application). The Visit/tourist visas, instead, grant the right to land in Hong Kong, but limit the stay in the Region up to 180 days depending on the nationality of the person who travels.

## What is a working holiday visa scheme? Does it apply to Italian passports holders?

A working holiday visa scheme is an arrangement to promote cultural and educational exchange among Hong Kong and the participating countries to strengthen the bilateral relationships. This scheme allows the citizens of the participating countries, aged between 18 and 30 and ordinarily residents in their home country, to have a holiday period up to 12 months in Hong Kong during which they may take up a short-term employment/study course/training. Italian passport holders currently cannot join the scheme. Fidinam (Hong Kong) Limited has a French Desk that has worked on several cases of Working Holiday Visa for French young students who are allowed to participate to the scheme.

## If an expatriate is employed by a Hong Kong company to work in Hong Kong, is he/she covered by the MPF System?

Expatriates employed in Hong Kong have to join the MPF

scheme only if their employment visa lasts more than 13 months, while employees with an employment visa shorter than 13 months might join the scheme under voluntary contributions. We always suggest to our clients to join the MPF System even if their Visa is less than 13 months.

## How digitalized is the working visa application process in Hong Kong? And what about MPF?

The working visa application could be submitted via email or fax, but the procedure still needs a lot of paperwork since in Hong Kong e-signature is not well spread yet; therefore, all the documents need to be printed out, signed (also chopped if needed) then scanned and sent. However, in this way it is more difficult to receive replies regarding the application and to show the submission of the concerned documents to the Immigration Department, due to the lack of the "received" stamp on the documents. For this reason, the physical submission of the application material to the Immigration Department is still a safer way. In any case, the collection of the visa label and the payment of the fee still have to be done physically. The only completely digitalized steps are: checking online the application status and booking the time slot for the extension of an already issued working visa.

For what concerns the MPF, the process is almost all digitalized, only the enrollment and the first remittance statement still need to be done manually, due to the requirement of the Employee's signature and the Employer's signature and chop. Then different providers have different procedures, but after the initial steps everything can be done online and through online banking with the major banks.





### **FIDINAM DUBAI, WITH YOU AT EXPO 2020**

The first World Expo to be held in the Middle East, Africa and South Asia will take place in Dubai. It will start in October 2020 and end in April 2021 with the theme Opportunity, Mobility and Sustainability. For six months the mammoth event will celebrate culture and collaboration through innovative projects and exhibitions. A total of 192 countries will attend, with millions of visitors expected to descend on the UAE from around the world.

Obviously, change is coming to Dubai next year, bringing the opportunity of a lifetime for anyone setting up or moving their business here. During Expo 2020, over 200 nations and organizations will gather to showcase their culture and achievements. It's an event of global prestige, which will bring some very powerful and muchneeded positive attention to the UAE.

As Fidinam Dubai, one of the official Service Provider for this massive event, we expect to share with our clients, business partners and friends the opportunities that Expo 2020 will generate, especially in respect to inbound and outbound. For inbound opportunities we refer to all businesses aiming to participate to the creation of Expo with their products and services. For outbound opportunities we

look at the talents that during the Expo 2020 will promote themselves in order to attract investments from the Gulf and other countries attending the Expo. Given the theme of the event, new technologies, products and services related to mobility and sustainability will likely be core of this unpayable showcase.

## More Information about the EXPO 2020

It's all happening in the Dubai South district, near Al Maktoum International Airport. With so many people due to descend on the 4.38 sqkm site, it will eventually have



its own metro station which can handle 44,000 passengers per hour. Plus, with an influx of international visitors expected, Dubai International Airport is also working to upgrade its runways, while many new hotels are springing up near the Expo 2020 site.

According to data from Propertyfinder, a little more than 21,000 units were handed over in Dubai in 2017, and more than 10,400 units have been handed over so far this year.

"There are 40,000 units completed by the end of 2018. However, the materialization rate (the number that will actually occupy them) will be much less, probably around 15% to 20%, which has been the consistent rate over the last few years.

"There are more than 70,000 units scheduled to be completed in 2019 and 35,000 units scheduled to be completed in 2020," Lynnette Abad, Director of Research and Data at Propertyfinder, told Khaleej Times.

#### The Theme

As briefly mentioned before, there are three main sub-themes to the event: Opportunity,

Mobility and Sustainability. These will take pride of place within three stunning UAE pavilions, but will also be found in other nations' pavilions.

#### **OPPORTUNITY**

We all have the power to shape the future. Expo 2020 aims to unlock this potential in multiple ways, such as supporting solutions to social problems through our Expo Live programme and introducing visitors to new ideas that inspire them to act.

#### **MOBILITY**

When we enable smarter movement of knowledge, ideas and goods, a new world of possibilities unfolds. Expo 2020 looks at how this has helped us explore new frontiers, and how humanity is making greater leaps than ever through digital connectivity.

#### SUSTAINABILITY

The need to live in balance with the world we inhabit has never been more critical. Expo 2020 is embracing alternative sources of food, water, and clean and renewable energy, and encouraging us all to reassess how we can preserve the planet.

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The information contained in this note is for general information purpose only and is not intended to be relied as a substitute for tax, corporate and accounting professional consultation. Please refer to Fidinam staff for specific advice.

#### THE NUMBERS

+ 25 million

PEOPLE VISITING EXPO 2020

28,000 sqm

**EXHIBITION HALLS** 

**192** PAVILLIONS

Fidinam DMCC is an EXPO 2020 officially registered service provider







## THE BRITISH VIRGIN ISLANDS ADHERE TO THE NEW INTERNATIONAL STANDARDS ON ECONOMIC SUBSTANCE

Much has been said in recent months about the new international standards wanted by the OECD and relaunched by the European Union regarding the requirements of economic substance that companies and entities will have to comply with in order to be considered tax compliant. In this respect, and in order to avoid the listing of non-cooperative countries, the British Virgin Islands and other jurisdictions with similar characteristics including Bermuda, the Cayman Islands, Jersey, Guernsey and the Isle of Man, have therefore decided to adhere to the new regulatory

framework by committing themselves to its implementation.

In the following article, we will examine the case of the British Virgin Islands.

At the moment, as confirmed by the measures actually undertaken, the behavior of the BVI appears to be aimed at maintaining international consensus by avoiding its inclusion in the list. In detail, those measures are as follows:

 on January 1st, 2019, the law known as 'The Virgin Islands Economic Substance (Companies and Limited Liability Partnership) Act 2018'

- (hereinafter referred to as 'ESA') entered into force;
- on April 23rd, 2019, the International Tax Authority of the BVI published the "Draft Economic Substance Code" (hereinafter "Draft Code"). It is a non-legally binding text which provides guidelines for the correct interpretation of ESA.

First of all, the types of activities considered relevant for its application are defined. These activities include:

· banking business



- insurance business
- · fund management business
- · finance and leasing business
- headquarters business
- · shipping business
- holding business
- · intellectual property business
- distribution and service centre business

Companies and entities that carry out activities other than those indicated do not fall within the scope of application of the legislation. According to the interpretations provided, the mere holding of current accounts, the possession of real estate for personal use and the holding of equity investments are not restricted by the new economic substance requirements.

Three questions need to be asked in order to ensure proper application of the rules:

- if the entity has a legal form that falls within the scope of the ESA;
- b. if the entity performs one of the relevant activities referred to by the ESA;
- if the entity is resident for tax purposes in another jurisdiction other than BVI, and that jurisdiction is not blacklisted for tax purposes.

If the answer to questions (a) and (b) is positive and (c) negative, the economic

substance test will be used to assess whether the entity meets certain requirements, which vary depending on the following types of activities:

- a. holding business;
- b. intellectual property business;
- c. another type of relevant activity.

To pass the test, the entity must have an adequate number of employees and premises available for its operations. For the activities of categories (b) and (c) only, it is also required that the relevant activity be directed and managed from the BVI and that management costs be generated there that are appropriate to the activity carried out.

The substantive requirements will be verified during the so-called "financial period", the terms of which should start no later than June 30th, 2019 for companies existing as of January 1st, 2019 and from the date of incorporation for all other companies.

Companies that do not meet the substance requirements will be subject to enforcement action that could go as far as the striking-off of the company.

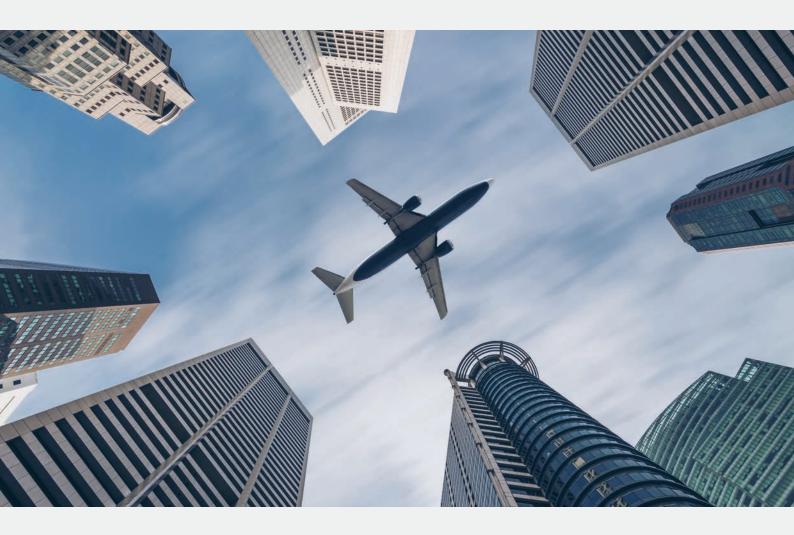
We are closely following the implementation of the legislation and we remain available to customers and investors who wish to explore the subject further.



#### PAOLO BALEN Vice-Chairman

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## "BRAIN RETURN": ELIGIBILITY CONDITIONS AND PROCEDURES

The following information illustrates the landscape for the "brain return" of Italian expats, as envisioned by the Decree-Law No. 34/2019, with a focus on who can apply for the facilitated schemes.

#### THE REGIME FOR IMPATS

The facilitated scheme is aimed exclusively at employees or selfemployed persons who decide to transfer, from 2020, their tax residence in Italy for more than 183 days a year.

#### Eligible subjects (Subjective conditions)

In order to benefit from this facility, it is necessary that:

- the workers have not been resident in Italy in the two tax periods preceding the transfer and undertake to reside in Italy for at least two years;
- the work activity is carried out mainly in Italy.

#### Subsidised incomes

The following is exempted to the extent of 70% of the total amount:

- income from employment or persons treated as such;
- · income from self-employment.

The extension of this benefit to workers setting up a business in Italy from 2020 is expressly provided for.

Instead, income received by professional sportsmen is exempted for 50% of the total amount. In this case, the exercise of the option involves the payment of a contribution equal to 0.5% of the tax base.

#### Exercise mode and duration of the option

The benefits apply from the tax period in which the transfer took place in Italy and for the following four periods.

In the presence of special worker conditions (such as, for example, the purchase of a residential property unit in Italy or the presence



of up to two children under 18), access to the scheme can be extended for a further five years, with an exemption equal to 50% of their amount.

The percentage of income exemption, in fact, rises to 90% if workers move their residence to one of the regions in southern Italy (Abruzzo, Molise, Campania, Apulia, Basilicata, Calabria, Sardinia, Sicily).

#### FILIPPO TORNAMBÉ

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#### Subjective extension of the scheme

From May 1st, 2019, Italian citizens who are not members of AIRE (Register of Italians Resident Abroad) and who return to Italy on or after January 1st, 2020 may also benefit from the new tax exemptions, provided that in the two years prior to the transfer they had their residence in another State, in accordance with a double taxation agreement on income.

#### THE SCHEME FOR RESEARCHERS AND UNIVERSITY TEACHERS

The facilitated scheme is aimed exclusively at university teachers and researchers who decide to transfer, from 2020, their tax residence to Italy.

#### Eligible subjects (Subjective conditions)

The scheme is open to university teachers and researchers who:

- move to Italy for more than 183 days a year;
- have carried out research or teaching activities abroad at centres or universities for at least two years in possession of a university degree.

#### Subsidised incomes

The facility consists in the exemption of 90% of the remuneration received as a result of the activity carried out abroad by teachers and researchers.

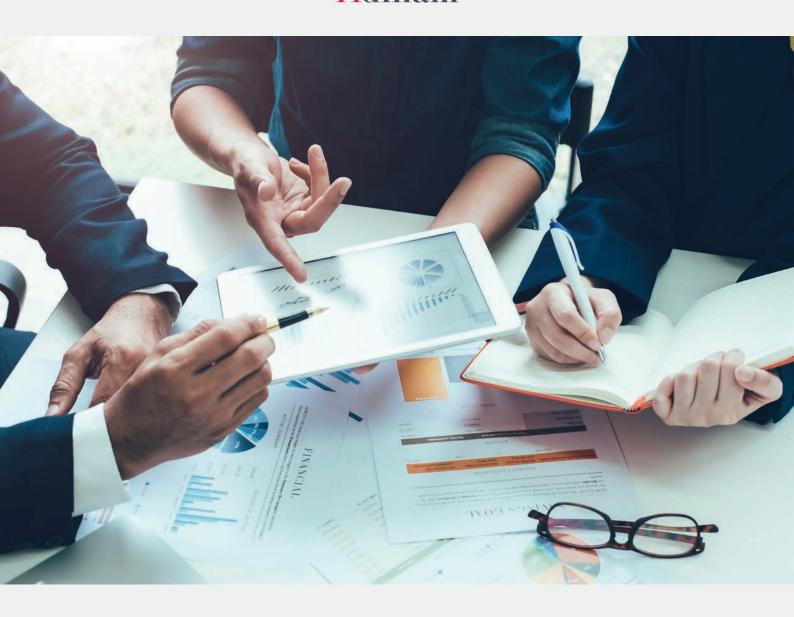
#### Exercise mode and duration of the option

The favourable measures are applied from the year in which researchers or teachers transfer their residence to Italy and for the next five tax years. The validity of the benefit may be extended to a further seven, ten or twelve years, if the teacher or researcher has one or more children under 18 or has purchased a residential property in Italy.

#### Subjective extension of the scheme

These benefits are available to Italian teachers and researchers who are not members of AIRE and who return to Italy on or after January 1st, 2020, provided that in the two years prior to the transfer they have resided in another State, in accordance with a double taxation agreement on income.

## **fidinam**



## SMART ACCOUNTING WITH XERO – A SOLUTION FOR INTERNATIONAL SMES

In a business world that rewards highvelocity corporate cultures, the ability to quickly react to industry changes has become increasingly relevant for SMEs.

Being able to have a full overview on service/product profitability allows managers to take immediate decisions and assess which service/product lines are worth strengthening and which ones should be excluded from the portfolio of offerings. This is only possible thanks to real life insights into the company's finances.

Business owners should be able to

have 24/7 continuous access to key performance indicators and financial information about the health of the company. The lack of essential timely financial information may force managers to make day-to-day decisions into blind fashion, driving the company into financial instabilities and troubles.

Particularly significant for SMEs is an accurate cash flow management. Even extremely successful business models might encounter operational difficulties in case of cash shortage and funds mismanagement. Cash-out flows are often

easy to anticipate (e.g. rental, employees' salary, etc.), while forecasting cash collection from clients might be rather challenging. Optimized cash collection schedule and liquidity management is therefore crucial for survival.

Data management is also a fundamental activity for SMEs. Customer relationship management databases, inventory stock management systems and timesheet tracking are just some examples of the substantial amount of data that businesses need to successfully manage. Traditionally, data would be created, processed and



stored through either paper-based or Excel-based processes, generally on different systems that are often unable to communicate with each other.

SMEs should aim at holding all information up to date, processing them on systems that are well integrated with each other and accessible by everyone at anytime.

# REAL-TIME DATA WITH AUTOMATED "BANK FEEDS", ONLINE INVOICING AND EXPENSE SCANNING TECHNOLOGY

XERO is a global small business platform which offers cloud-based accounting software, including tools for managing invoicing, bank reconciliation, inventory, purchasing, expenses, bookkeeping and more. XERO has developed a "Bank Feed" technology with over 100 banks around the world (HSBC, DBS in Hong Kong and OCBC, HSBC, UOB, DBS in Singapore, just to mention a few examples), allowing transactions from your bank accounts to directly flow into XERO, reducing the time taken to complete a bank reconciliation.

With the development of a scanning technology, XERO is also committed to enhance a company's internal and external process efficacy.

Thanks to this technology, both the interaction with clients as well as the management of the organization's internal staff may be conducted in a much easier and effective way.

SMEs and their clients are indeed able to

exchange documents in a secure and rapid way thanks to a safe shared cloud-based environment.

Scanning technology also allows an expense claim function where employees can simply take pictures of their own receipts and submit them for approval, saving them the trouble to keep the paper copy. XERO scanning technology will auto-populate their expense claim for easy submission and reimbursements.

Concerning cash management optimization, XERO offers easy and helpful solutions to SMEs.

First of all, clients receiving invoices from XERO users will be able to settle outstanding invoices with a simple click. Once the client receives the message through XERO email, she/he will be able to process the invoice payment by being redirected from the email link to the PayPal or Stripe platform. With online invoicing, users will also be given the possibility to reduce the period of cash collection cycle thanks to automatic invoice reminders sent out to alert slow paying debtors.

Finally, over 700 third party applications (inventory, time tracking, payroll and expenses processing, etc.) can be integrated to the Xero ecosystem, allowing seamless business operations and the creation of a corporate ecosystem that can communicate across departments and make data easily accessible by all staff.



#### PATRICK HEIMANN

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FIDINAM is a proud recognized SILVER PARTNER of the accounting platform XERO and has access to a range of add-on applications and additional tools currently used by the company to better manage the Group's and the clients' accounting needs.



## **fidinam**



## **ASIAN DESK AT FIDINAM HONG KONG**

Hong Kong has always been a hub for financial services for clients from all over the globe. The jurisdiction has a friendly regulatory environment, a world-class legal system, and superb infrastructures that attract clients from around the world to come here for their corporate and private wealth structuring needs. Fidinam Hong Kong Limited is taking advantage of this opportunity by establishing its Asian Desk here in Hong Kong.

The Asian Desk has a dual focus, corporate and private clients.

For corporate clients, it is important to structure businesses and transactions in a way that supports effective management and minimises unnecessary expenses, while being complied to all relevant laws and regulations. Asian Desk provides a full range of corporate services. When working with Fidinam, clients can focus their energy on developing their business because they are sure that the important issues of structuring and compliance of the relevant regulations are taken care of professionally.

For private clients, we help them achieve

their asset protection and succession planning goals in efficient ways. Our experience allows us to guide our clients through the process of analysing their needs, deciding on the most appropriate solutions, setting up the required structures, managing and administering the structures for the long term.

The Asian Desk of Fidinam Hong Kong is headed by Ms Pamela Wong. Ms. Wong has been assisting many multi-national corporations and ultra-high net worth families with structuring and establishing businesses in Asia for years now. It is our goal to make Fidinam the preferred service provider in the industry by ensuring that every client gets premium services here at Fidinam.



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## NEW REGIONAL DESK AT FIDINAM GROUP WORLDWIDE

Fidinam has established its presence in Asia since 2011, with the set-up of a 1st office in Hong Kong.

Today, Fidinam Hong Kong Limited is a wellestablished and reputed company, with a team of 23 professionals organized by Desks, covering corporate, trust, accounting, payroll and consulting services to an international clientele.

Since then, Fidinam has extended its presence in APAC, with offices in Australia, New Zealand, Singapore and Ho Chi Minh City.

With an increasing interest and need for tax advisory, wealth and estate planning solutions, as well as a growing French community operating in the Region, Fidinam Group Worldwide took the opportunity to create a new Regional Desk, covering international tax consulting, wealth and estate planning, together with a Regional Desk dedicated to the French community in South-East Asia. This Regional Desk is managed by Nicolas Michaux, also Managing Director of Fidinam Hong Kong since 2016 and Head of Fidinam Hong Kong

French Desk since 2014.

Nicolas Michaux graduated in 2000 in France (Nancy) in Master Legal Advisory (Diplôme de Juriste Conseil d'Entreprise - DJCE) and Tax and Business Law (DESS Droit des Affaires et Fiscalité). He has been operating in the tax and business consulting since 2001 in different countries, including France and Luxembourg, before joining Fidinam in 2014 in Hong Kong.

His mission will be to offer the expertise of Fidinam in South East Asia, and to provide solutions to individuals and corporate entities for their business set-up or expansion, and optimize the structuring of their wealth.

The information contained in this note is for general information purpose only and is not intended to be relied as a substitute for tax, corporate and accounting professional consultation. Please refer to Fidinam staff for specific advice.



#### **NICOLAS MICHAUX**

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## **OUR GLOBAL PRESENCE**

### SWITZERLAND/EUROPE

LuganoMilanBellinzonaBarcelonaMendrisioLuxembourgGenevaMonte CarloZurichVaduz

### **OUTSIDE EUROPE**

Hong Kong Dubai Singapore Sydney Ho Chi Minh City Mauritius

## **NEWS VIA E-MAIL**



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