

An aerial night photograph of Amman, Jordan, showing a dense urban landscape with illuminated buildings and streets. Two prominent skyscrapers stand out in the skyline. The image is split diagonally from the top left to the bottom right, with a red triangle on the left side containing the BDO logo and a white triangle on the right side containing the company name and tagline.

BDO

BDO JORDAN

Because Relationships Matter

AUDIT . TAX . ADVISORY . BSO



Focus on tomorrow

We embrace a sustainable future

Build a thriving global team

We nurture a place of learning and respect where everyone is proud to be part of BDO

Do the right thing

We bring an unwavering commitment to quality and integrity

**Global solutions
Driven to be the best**

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Letter From Our Managing Partner

"We enjoy the long and strong relationships we have with our clients, many dating back to the founding of our firm. As such, BDO is consistently our clients' first choice when it comes to specialized audit, tax, BSO, and consultancy solutions."

If someone were to ask me about the principles underlying BDO Jordan's work, I would be proud to say that we are a client-oriented firm striving to meet our clients' objectives by delivering global solutions through exceptional people.

Having a team with focused capabilities working across a range of disciplines is undoubtedly our key advantage. We support field specialization and thus each auditor and advisor has their own focus area. As such, we have successfully delivered services to numerous industry-specific clients facing complex financial and structural issues that require specific knowledge and experience.

At BDO Jordan, we are dedicated to helping our clients and contributing to the sustainability and development of their business. To this end, we have been keen to retain highly skilled professionals who are driven to be the best, and we continue to build a culture of accountability, innovation, empowerment, and excellence.

Sincerely,

RAMI SAMMAN
Managing Partner



Mr. Rami Samman is the Managing Partner of BDO Jordan, *Samman and Co.*, and has over 34 years of experience in audit and accounting. He has been a Jordanian Certified Public Accountant since 1993. He is a Finance and Management Expert who has a wealth of knowledge regarding the sustainable management of public and private institutions. Rami has been working directly with the UN since 1997, having conducted several assignments, including audit and consulting assignments for UN agencies in many countries. During his long career, he represented dozens of companies before the tax authorities and acted as a tax consultant, providing tax audits and tax decisions.

EDUCATION

- ▶ Bachelor's Degree, Accounting and Business Administration (Marketing), University of Jordan.

PROFESSIONAL AFFILIATIONS

- ▶ The Institute of Internal Auditors (IIA).
- ▶ American Institute of Certified Public Accountants.
- ▶ Oregon Board of Accountancy.
- ▶ Jordanian Accountants Association.
- ▶ Jordanian Association of Certified Public Accountants (ASCA).
- ▶ Arab Society of Certified Accountants, Jordan.
- ▶ Institute of Internal Auditors.
- ▶ International Association of Certified Evaluators.

Additionally, Rami was, for several years, an expert elected by the tax courts in Jordan. He is responsible for business expansion and the coordination of relationships with other BDO Network Member firms in addition, he identifies opportunities that contribute to the firm's growth and development. Rami has implemented numerous feasibility studies and conducted global business plans, including in Europe and Central Asia, East Asia and the Pacific, Eastern and Southern Africa, Latin America and the Caribbean, as well as in the Middle East and North Africa.



**RAMI
SAMMAN**



BDO GLOBAL NETWORK

About **BDO** **GLOBAL**

BDO is an international network of public accounting, tax and advisory firms which perform professional services under the name of BDO. Since our founding in 1963, the BDO story has been one of continuous response to our clients' ever-changing needs. Our history is relevant today because our clients value the continuity and stability of a network developed successfully over many years. We are proud to say that our partners and staff know that they are working for a well-established organization that is built upon clear values and a successful past.

Over the past 50+ years, BDO has grown into a US\$15 billion business, operating in 166 countries, with 119,000 people working out of 1800 offices worldwide.

We have achieved this growth by adapting to the changes brought about by external forces, such as regulation and globalization, as well as the changing needs and expectations of our clients.

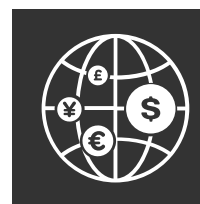
With a global network of local experts, BDO is able to deliver global solutions to meet the unique needs of every client.

BDO is driven to be the best. When delivering global solutions, we focus on five key components: client needs, communication, commitment, people, and value. We anticipate and fulfill client needs, communicate openly and swiftly, meet commitments consistently, empower employees to make a difference, and provide valuable insights and advice.

BDO Global Statistics 2024

GLOBAL STATISTICS 2024

Data 1 October



Revenue

US\$15 bn +7%

€14 bn +5.3%



Presence

1,800 offices

166 countries
& territories



People

119,611 +3.42%



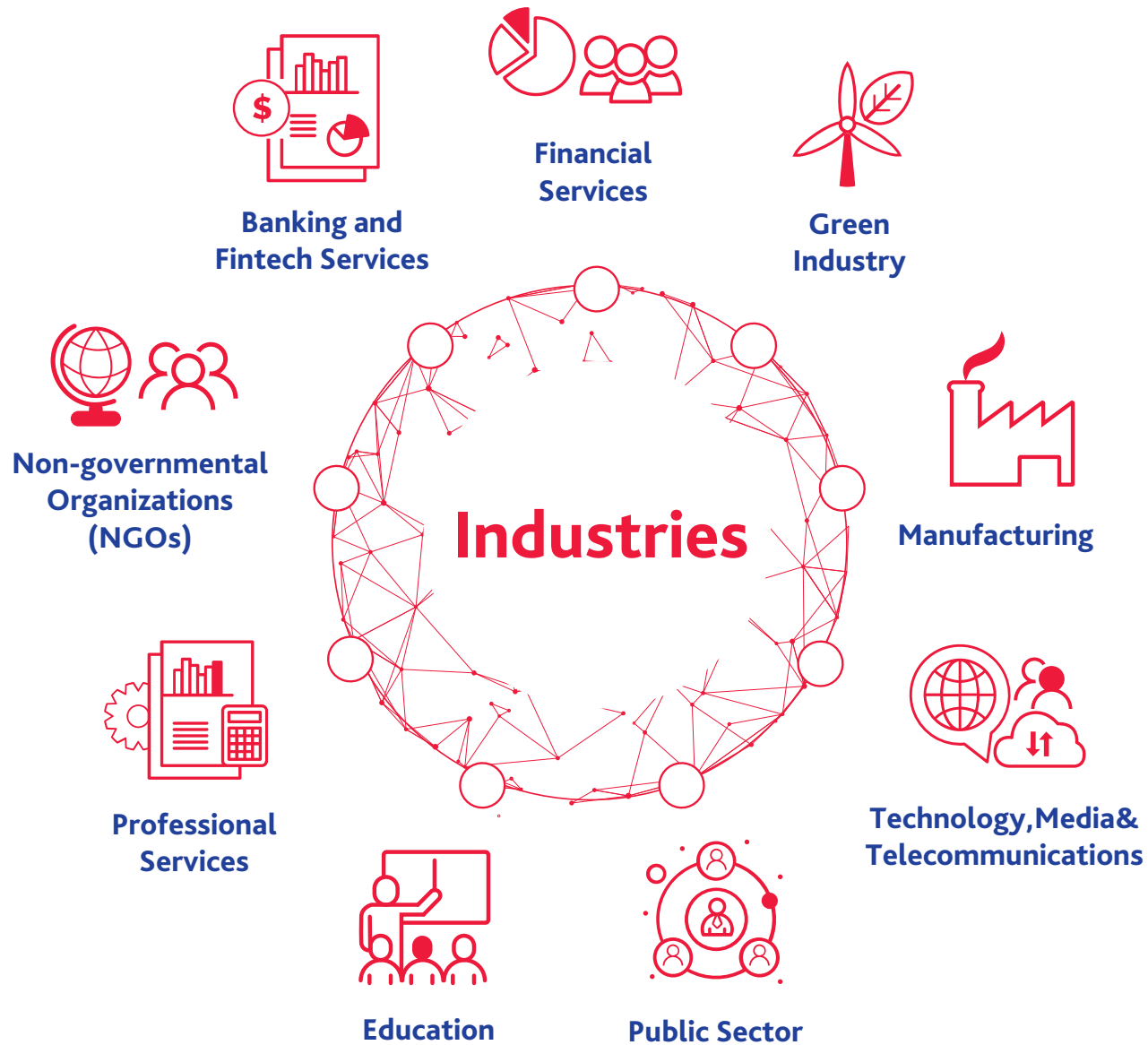
By service line

40.8% Audit & Assurance
22.6% Tax
21.7% Advisory
14.9% Business Services & Outsourcing



By region

56% Americas
33% EMEA
11% Asia Pacific





About **BDO** **JORDAN**

Founded in 1987 as Samman & Co., BDO Jordan has been a proud member of the BDO International Network since 2012, representing the global BDO brand across both Jordan and Iraq. As part of one of the world's largest global network of independent public accounting, tax, and advisory firms, we combine international reach with deep local expertise to deliver exceptional value to our clients.

We offer an integrated portfolio of services designed to meet the evolving needs of businesses, public institutions, and international organizations. Our core service lines include:

- ▶ Audit & Assurance – Independent audits, financial reporting, and regulatory compliance
- ▶ Tax Services – Local & international tax advisory, compliance, and planning
- ▶ Business Services & Outsourcing (BSO) – Including bookkeeping, payroll, financial reporting, and virtual CFO services
- ▶ Advisory & Specialized Consulting – Encompassing Risk Management & Internal Controls, Information Technology, ESG & Green Consulting, Institutional Capacity Building, and Training

At BDO Jordan, we are guided by our global vision — Global solutions. Driven to be the best — and our commitment to integrity, innovation, and impact. Our clients benefit not only from our local presence, but from seamless access to BDO's global resources and expertise.



Learn more:
www.bdo.com.jo

About **BDO** **IRAQ**

BDO Iraq is a professional services firm providing consulting, tax, and outsourcing solutions tailored to the needs of clients operating in Iraq.

Established in 2024, BDO Iraq is the result of a strategic partnership between BDO Jordan, Samman & Co., and Athar Company for Financial, Accounting, Tax and Training Consulting Services.

BDO Global Network – the world's fifth-largest network of accounting and consulting firms-BDO Iraq combines international standards with deep local expertise.

This partnership enables BDO Iraq to deliver high-quality, context-specific services that reflect both global best practices and a nuanced understanding of the Iraqi market.

The firm serves a broad range of clients across government, banking, oil and gas, environment, health, and development sectors, with a strong commitment to professionalism, accountability, and measurable impact.

In Full Collaboration with BDO Jordan



**Rooted In Iraq.
Ready For Tomorrow.**

VISION, MISSION & VALUES



VISION

We are driven to be the best. To achieve this goal, we provide global solutions that serve every one of our clients exceptionally well under a consistent, high-quality approach.



MISSION

Our mission is to further build a thriving global team that is driven to be the best. Our mission is thus accomplished by embracing our core values, investing in our people, and capitalizing on opportunities to deliver the best possible services to our clients.



VALUES

At BDO we believe in doing the right thing. We embrace a number of values to ensure our organization's sustainability and allow us to focus on tomorrow. The values we adopt, which are applied equally at the staff and client levels, support our dynamism and boldness as well as our determination to expand while continuing to put respect for people first.



LEADERSHIP

We encourage & motivate one another



PEOPLE

We put people & relationships first



DYNAMISM

We are open to change, we foster learning & development



KNOWLEDGE

We stay up to date & facilitate knowledge-sharing



EXCELLENCE

We embrace quality in everything we do

Total Commitment to Quality

BDO Jordan's Quality Commitment is to manage and provide professional services to the highest quality standards that consistently adhere to the relevant International Standards, and meet or exceed our clients' needs & expectations.

Our vision requires a uniform commitment to the highest quality, up-to-date technology, sustainability, Clients' priorities, risk management, and ethics.

Global solutions. Driven to be the best.

We are driven by our vision which aims to unify everyone in our organization to deliver our purpose. It sets out our ambitions for the future and is the bedrock of our global strategy. It recognizes the value we bring to clients through our global footprint and our global team.

BDO Jordan continuously strives to demonstrate our commitment to quality through the culture that we adopt throughout our firm, which recognizes and reinforces:

Our firm's role in serving the public interest by consistently performing quality engagements.

The importance of professional ethics, values and attitudes.

The responsibility of all of our partners & employees to comply with quality & ethics standards relating to the performance of their activities and their expected behavior.

The responsibility of every partner & employee to consistently follow BDO Jordan's System of Quality Management and its Code of Ethics & Independence.





BDO SERVICES

— ◆ Audit & Assurance

— ◆ Tax

— ◆ Advisory Services

— ◆ Business Services & Outsourcing

— ◆ BDO Jordan Academy



Business Services & Outsourcing

- ▶ Bookkeeping & Accounting
- ▶ Financial Reporting
- ▶ Payroll Services
- ▶ Social Security Services
- ▶ Recruitment & Headhunting Services
- ▶ Compliance & Regulatory Reporting
- ▶ Anti-Money Laundering (AML) Audit
- ▶ Audit Outsourcing
- ▶ Company Secretarial & Management Reporting
- ▶ Administrative & Virtual Support
- ▶ Customer Service Outsourcing
- ▶ IT & Technical Support
- ▶ Procurement & Supply Chain Support



Advisory Services

- ▶ Management Consultancy
- ▶ Financial Consultancy
- ▶ Green & Sustainability Services (GSS)/ESG
- ▶ Information Technology Services
- ▶ BDO Jordan Academy
- ▶ Strategic Communications & Digital Branding



Tax Services

- ▶ Tax Advisory
- ▶ Corporate Income Tax (CIT)
- ▶ General Sales Tax (GST)
- ▶ Employment Income Tax
- ▶ Transfer Pricing



BDO Jordan Academy

- ▶ Preparation Courses for Professional Certifications (JCPA, CPA, CMA, CIA, PMP, RMP, etc.)
- ▶ Training Diplomas and Courses
- ▶ Training Consultancies



Audit & Assurance

- ▶ External Audit
- ▶ Compliance Audit



AUDIT & ASSURANCE

Audit & Assurance

Businesses today are facing endless challenges in terms of expansion, regulatory environment, and technology updates, in addition to unprecedented media scrutiny. This creates a need for smart, practical and trusted guidance. BDO professionals step in to provide audit and assurance services to stakeholders, and investors led by the principles of trust and independence. We draw on deep industry experience and global resources to help clients navigate change, reinforce investor confidence, and safeguard the value of their business.

BDO Jordan has deployed our expertise during a long record of successful audit assignments delivered to reputed entities in different sectors. We know how unique each business is, and so we tailor our work approach to suit each client's audit context. We strive to conduct all of our work in accordance with high-quality measures and ethical standards.

We also adopt a risk-based approach and employ skeptical work procedures that go beyond a typical 'off-the-shelf' audit that applies to all clients. We understand the value of our audit work, so we aim to support clients as they strengthen their business functions and reinforce sound decision-making. With access to a global network of resources, we help our clients reinforce every aspect of their business, starting with resilience and continuing to people, systems, strategy, and planning, with technology updates, independence, and transparency leading the process.

We provide the following audit and assurance services:

- ▶ External Audit
- ▶ Compliance Audit

External Audit

BDO Jordan provides a responsive external audit approach that is aligned with your business's needs and designed to help you identify and mitigate key risks and challenges as you navigate the ever-changing regulatory landscape.

How BDO Can Help

- ▶ Risk-Based Audit Planning
- ▶ Regulatory Compliance
- ▶ Internal Control Review
- ▶ Fraud Risk Consideration
- ▶ Sector-Specific Expertise
- ▶ Clear and Actionable Reporting

Compliance Audit

Businesses are increasingly facing challenges due to the push for regulatory compliance by key regulators in different countries and sectors. As such, many organizations are now either obliged to obtain independent verification of financial and other information reported to regulators, or voluntarily seek independent verification to avoid factual errors or risk non-compliance.

How BDO Can Help

- ▶ Regulatory Framework Assessment
- ▶ Gap Analysis and Recommendations
- ▶ Control and Policy Evaluation
- ▶ Sector and Regulator Alignment
- ▶ Proactive Risk Management



“ For me, client experience is paramount. I am proud to say that BDO consistently out-delivers on our clients' expectations, providing them with the highest standard of audit and assurance services.

Mazen Jaber

Senior Partner
CMC

Mr. Mazen is an Audit Senior Partner at BDO Jordan *Samman and Co.*, with 33 years of experience in audit, human resources, consulting, business management, and business restructuring. He oversees audit managers, develops audit procedures for both external and internal audits and performs accounting services for SMEs and public sector organizations.

His knowledge of Jordanian tax and audit law, the public sector, and financial management system analysis has enabled him to deliver and

manage assorted assignments and contribute to the successful completion of more than 300 projects for clients in the public and private sectors, in addition to his work for international organizations, UN agencies and NGOs.

Mazen holds a Bachelor's degree in Accounting from the University of Jordan, and a Master's degree in Business Administration, also from the University of Jordan.



Audit Team



Ahmad Al Ramahi

Audit Partner
JCPA

Mr. Ahmad is a Jordanian Certified Public Accountant (JCPA) with over 21 years of experience in the fields of audit, quality assurance, and accounting. His responsibilities include client communication and retention, supervising audit engagements, and ensuring business activities meet key strategic criteria and professional standards.



Hamdi Melhem

Partner – Compliance & Business Services
Outsourcing; MBA, CFE

Mr. Hamdi has over 25 years of experience in accounting and financial, regulatory, compliance and operational financial review and auditing. He has carried out engagements for UN agencies and NGOs, and dealt with government grants and projects for organizations like USAID and the World Bank.



Hassan Al-Sadi

Audit Partner
CPA, CMA, CICA, CFC, CFE, CIA, CGMA, CPFA,
DiplFR, JCPA

Mr. Hassan has over 19 years of experience in auditing, financial consulting, and fraud. He has worked on major projects for Google International Jordan, Dove Energy Limited, UNHCR, Jordan Petroleum Refinery Company, and Jordan Oil Shale Company.



Nesreen Younis

Risk, Ethics & Compliance Senior Manager
CPA

Ms. Nesreen has over 25 years of experience in quality assurance, internal controls, assessment and auditing. She leads the Risk and Ethics team at BDO Jordan, which includes responsibility for supporting the firm in all activities that relate to Independence, Conflicts of Interest and Ethics, Regulatory Compliance activities and Quality Risk Management.



Audit Team



Mohammad Khatib

Senior Audit Manager

Mr. Mohammad has over 15 years of experience in accounting, auditing, and assurance services across various sectors including manufacturing, contracting, and trading. He specializes in risk assessment, quality control, and delivering high-standard audit reports, with proven expertise in leading client engagements and developing audit teams.



Qusai Shaqo

Senior Audit Manager

Mr. Qusai has over 17 years of experience in financial auditing and compliance. He has a strong background in managing a diverse portfolio of audit clients, including significant work with international NGOs and UN bodies, ensuring adherence to international financial reporting standards and regulatory requirements.



Saed Abusair

Senior Audit Manager

Mr. Saed has over 17 years of experience in external auditing and financial advisory. He has a demonstrated history of leading audit engagements for global clients, including long-term arrangements with UNHCR and UNICEF, providing critical financial and management audits across the Middle East and Africa.



Mohammad Younis

Senior Audit Manager

Mr. Mohammad has over 15 years of extensive experience in external auditing and assurance services. He has served as a focal point for major UN agencies, including UNHCR, UNICEF, UNDP, and UNOCHA, managing complex audit engagements and coordinating international audit missions across the Middle East, Africa, and Europe.



**PEOPLE
HELPING
PEOPLE**



Tax Services

Tax Services

BDO Jordan delivers reliable, strategic, and results-oriented tax advisory services. We prioritize strong corporate tax governance while aligning with your broader business goals. Our tax professionals bring extensive expertise across all tax disciplines, coupled with deep industry knowledge.

We provide the following tax services:

- ▶ Tax Advisory
- ▶ Corporate Income Tax (CIT)
- ▶ General Sales Tax (GST)
- ▶ Employment Income Tax
- ▶ Transfer Pricing

Tax Advisory

BDO Jordan delivers reliable, strategic, and results-oriented tax advisory services. We prioritize strong corporate tax governance while aligning with your broader business goals. Our tax professionals bring extensive expertise across all tax disciplines, coupled with deep industry knowledge.

How BDO Can Help

- ▶ Corporate Tax Governance
- ▶ Cross-border Tax Services (Inbound & Outbound)
- ▶ Double Taxation Agreement (DTAA) Relief
- ▶ M&A Tax Lifecycle Support
- ▶ Indirect Tax Process Optimization

Corporate Income Tax (CIT)

Navigating corporate income tax in Jordan demands in-depth knowledge of local laws, regulatory expectations, and strategic planning. BDO Jordan offers a full range of CIT compliance and advisory services to help businesses meet statutory obligations while optimizing tax efficiency and compliance, and managing risk.

How BDO Can Help

- ▶ Strategic Tax Planning
- ▶ Tax Return Preparation & Filing
- ▶ Income Tax Law Guidance
- ▶ Audit & Assessment Support
- ▶ Tax Risk Identification & Mitigation
- ▶ Objection & Appeal Submission
- ▶ Tax Health Checks
- ▶ Industry-Specific Incentives Advisory

General Sales Tax (GST)

We provide comprehensive advice on transactions within Jordan to ensure GST compliance while optimizing cash flow.

How BDO Can Help

- ▶ GST Registration & Reporting
- ▶ GST Legislation Advisory
- ▶ GST Refund & Deferred Payment Support
- ▶ Financial Statement Review for GST
- ▶ Audit Representation & Objections

Employment Income Tax

Managing employment income tax obligations requires precision and timely action. We ensure full compliance, minimize risk, and streamline reporting and payments.

How BDO Can Help

- ▶ Employee Tax Advisory & Documentation
- ▶ Annual & Monthly Tax Form Submission
- ▶ ISTD Electronic Salary Uploads
- ▶ Withholding Tax Verification
- ▶ Legal Update Guidance

Transfer Pricing

BDO Jordan provides practical, risk-sensitive transfer pricing solutions aligned with global business objectives and regulatory requirements.

How BDO Can Help

- ▶ Regulatory Compliance Advice
- ▶ Related-Party Transaction Analysis
- ▶ Transfer Pricing Documentation (CbCR, Master File, Local File)
- ▶ Intercompany Agreement Review
- ▶ Audit Support & Dispute Resolution



I take pride in fostering trust and open communication with our tax clients, thanks to our dedicated team of tax professionals at BDO. We provide innovative solutions and personalized strategies to help clients navigate the complexities of the tax landscape and reinforce their business positions.

Mohannad Quniebi

Partner - Tax and Transfer Pricing Services, LL.M. , JCTE

Mr. Mohannad is a Tax Partner at BDO Jordan *Samman and Co.*, with over 24 years of experience in taxation, tax planning, tax consulting, corporate income tax, value-added tax, deferred tax, transfer pricing, employee tax, and advising and resolving tax disputes with competent authorities. He has many certifications, including CertIFR and JCTE, and has passed an exam of JCPA. He previously worked at KPMG as a Tax Manager, where he provided innovative tax planning solutions, reviewed complex income tax returns, identified and mitigated tax risks, coordinated accounting staff and assessed their performance, managed tax provision and compliance processes, and managed and coordinated tax audits.

Mohannad has conducted several training courses in tax, accounting, and investigation, and performed tax assignments for a wide range of local and foreign companies operating in the finance, insurance, manufacturing, hospitals, transport, utilities, trading, leasing, construction, and service sectors.

Mohannad holds two Bachelor's degrees, one in Accounting and one in Law, in addition to a Master's degree in Law from the Amman Arab University of Jordan.

Furthermore, Mohannad has condensed his experience into his book **"An Explanation of Transfer Pricing"**, which addresses the topic of regulations on transfer pricing and strives to translate complex concepts into simple and clear ideas.



Global
solutions.
Driven
to be the best.



Advisory Services

Advisory Services

At BDO Jordan, Advisory Services are an integral part of our comprehensive service offerings. With a track record of delivering over 1,000 consulting services to a diverse clientele of more than 500 organizations locally, regionally, and internationally, including public sector entities, NGOs, UN agencies, private enterprises of all sizes, and entrepreneurs, our consultants bring expertise and insight to drive organizational growth and success. From capacity building to strategy enhancement, from improving internal resilience to fostering transparent practices, from optimizing resource management to mitigating risks, our Advisory Services cater to a spectrum of needs, empowering our clients to thrive in today's dynamic business landscape.

We provide the following advisory services:

- ▶ Management Consultancy
- ▶ Financial Consultancy
- ▶ Green & Sustainability Services (GSS)/ESG
- ▶ Information Technology Services
- ▶ BDO Jordan Academy
- ▶ Strategic Communications & Digital Branding

Management Consultancy

BDO Jordan is a trusted partner in management advisory services, helping organizations unlock their full potential and drive continuous improvement. Our team of experienced consultants brings a wealth of knowledge and expertise to each project, providing tailored solutions to meet the unique needs of our clients.

Through our strategic approach, we assist organizations in refining their strategies, optimizing structures, and streamlining processes to enhance overall efficiency and effectiveness. We specialize in conducting comprehensive performance assessments and project evaluations for a wide range of clients, including governments, international organizations, and NGOs.

Our rigorous evaluation methods, including surveys, focus group discussions, and key informant interviews, ensure that our clients receive accurate and valuable insights for informed decision-making. Every report undergoes thorough partner-level review and linguistic scrutiny to maintain the highest standards of quality.

At BDO Jordan, we are committed to helping our clients achieve their goals and drive success in a rapidly changing business landscape.

We provide the following services under management Consultancy:

- ▶ Strategy and Organizational Assessment
- ▶ Risk Advisory Services (RAS)
- ▶ Monitoring, Evaluation and Learning (MEL)
- ▶ Institutional Development
- ▶ Business Restructuring
- ▶ Sectoral and Market Research
- ▶ Corporate Governance
- ▶ Transformation Consultancy
- ▶ Non-financial Compliance
- ▶ Regulatory Compliance & Governance Advisory
- ▶ Internal Control Reviews & Process Improvement
- ▶ Board Committee's Effectiveness Support
- ▶ Human Resources Consultancy
- ▶ Enterprise Risk Management (ERM)
- ▶ Entrepreneurship Support Services
- ▶ Mentoring, Coaching and Capacity Building

Strategy and Organizational Assessment

- ▶ Organizational Structure Analysis
- ▶ Business Process Optimization and Workflow Analysis
- ▶ Culture and Change Management Assessment
- ▶ Strategic Consultancy Planning & Vision Development
- ▶ Market Entry and Growth Strategy
- ▶ Digital Transformation & Innovation Strategy

Risk Advisory Services (RAS)

- ▶ Internal Audit (Outsourcing & Co-Sourcing) Fraud Risk Assessment &
- ▶ Forensic Support Regulatory Compliance & Governance Advisory
- ▶ Enterprise Risk Management (ERM) Internal Control Reviews & Process
- ▶ Improvement Audit Committee & Board Effectiveness Support

Monitoring, Evaluation and Learning (MEL)

- ▶ Design and Development of Monitoring and Evaluation Frameworks
- ▶ Baseline Studies and Data Collection
- ▶ Performance Monitoring
- ▶ Evaluation, End Line Studies, and Reporting
- ▶ MEL Organizational Training and Capacity Building

Institutional Development

- ▶ Governance and Institutional Strengthening
- ▶ Capacity Building and Training
- ▶ Institutional Reform
- ▶ Board Governance Policy and Authority Design

Business Restructuring

- ▶ Operational Assessment and Improvement
- ▶ Final Restructuring and Turnaround Management
- ▶ Organizational Restructuring
- ▶ Control Systems Infrastructure

Sectoral and Market Research

- ▶ Market Opportunity Assessment
- ▶ Competitor Analysis and Benchmarking
- ▶ Industry Trend Analysis and Forecasting

Corporate Governance

- ▶ Governance Structure & Board Effectiveness Assessment
- ▶ Corporate Ethics and Compliance Programs
- ▶ Shareholder Engagement and Stakeholder Engagement
- ▶ Standard Operating Procedures (SOPs) and Key Performance
- ▶ Indicators (KPIs)

Transformation Consultancy

- ▶ Strategic Visioning & Change Roadmap
- ▶ Digital Transformation & Innovation Enablement
- ▶ Process Redesign & Operational Excellence
- ▶ Organizational Culture & Change Management
- ▶ Performance Measurement & Continuous Improvement

Non-financial Compliance

- ▶ Regulatory Framework Assessment & Alignment
- ▶ ESG & Sustainability Compliance
- ▶ Anti-Money Laundering (AML) & Counter-Terrorist Financing (CTF) Controls
- ▶ Data Protection & Privacy Compliance
- ▶ Ethics, Governance & Transparency Programs

Regulatory Compliance & Governance Advisory

- ▶ Regulatory Gap Analysis & Compliance Frameworks
- ▶ Corporate Governance Structures & Best Practices
- ▶ Policy Development & Regulatory Reporting Support
- ▶ Board Advisory & Oversight Enhancement
- ▶ Compliance Monitoring & Risk Mitigation

Internal Control Reviews & Process Improvement

- ▶ Internal Control Design & Effectiveness Assessment
- ▶ Process Mapping & Risk Identification
- ▶ Control Optimization & Efficiency Enhancement
- ▶ Policy & Procedure Development
- ▶ Continuous Monitoring & Performance Improvement

Board Committee's Effectiveness Support

- ▶ Committee Structure Assessment & Optimization
- ▶ Roles, Responsibilities & Charter Review
- ▶ Performance Evaluation & Effectiveness Monitoring
- ▶ Best Practice Advisory & Benchmarking
- ▶ Reporting & Stakeholder Communication Enhancement

Human Resources Consultancy

- ▶ HR Strategy & Workforce Planning
- ▶ Talent Acquisition & Retention Solutions
- ▶ Performance Management & Employee Development
- ▶ Compensation, Benefits & Rewards Optimization
- ▶ Organizational Design & Change Management

Enterprise Risk Management (ERM)

- ▶ Risk Identification & Assessment
- ▶ Risk Appetite & Framework Design
- ▶ Risk Monitoring & Reporting
- ▶ Mitigation Strategies & Controls Implementation
- ▶ Risk Culture & Awareness Programs

Entrepreneurship Support Services

- ▶ Business Model Development & Validation
- ▶ Startup Strategy & Go-to-Market Planning
- ▶ Funding Advisory & Investor Readiness
- ▶ Operational Setup & Process Guidance
- ▶ Mentoring, Training & Capacity Building

Mentoring, Coaching and Capacity Building

- ▶ Leadership & Executive Coaching
- ▶ Skills Development & Competency Building
- ▶ Team Performance Enhancement
- ▶ Knowledge Transfer & Best Practice Sharing
- ▶ Continuous Learning & Professional Growth Programs

Financial Consultancy

In the realm of financial Consultancy, modern businesses seek more than just numerical reporting from their audit and accounting services. They demand practical insights and actionable recommendations for improvement. Whether our clients are entities or individuals, they rely on us to offer services that enable them to analyze financial data effectively and make informed business decisions. Our role in financial and accounting consulting encompasses creating and scrutinizing financial documents, identifying areas for financial enhancement, streamlining accounting processes, and forecasting future profitability. We cater to a diverse clientele, providing a range of accounting services tailored to individuals and businesses of all sizes. Furthermore, we elevate the standard of audit services by offering advanced consulting aimed at enhancing the quality of audits of internal controls over financial reporting. Through initiatives such as training, methodology development, and tool implementation, we empower public company auditors and internal audit groups to meet the rigorous standards of today's regulatory landscape.

We provide the following services under financial Consultancy:

- ▶ Financial Consulting
- ▶ International Standards Audit
- ▶ Compliance and Anti-Money Laundering (AML)
- ▶ Feasibility Studies and Financial Planning
- ▶ Dispute Resolution Consulting
- ▶ Corporate and Institutional Restructuring
- ▶ Business Valuation
- ▶ Financial Risk Assessment
- ▶ Internal Audit (Outsourcing & Co-Sourcing)
- ▶ Financial Due Diligence
- ▶ Mentoring, Coaching and Capacity Building

Financial Consulting

- ▶ Financial Planning & Analysis
- ▶ Budgeting, Forecasting & Scenario Modeling
- ▶ Cash Flow & Working Capital Optimization
- ▶ Investment Advisory & Capital Structuring
- ▶ Financial Policy & Governance Support

International Standards Audit

- ▶ Audit Planning & Risk Assessment
- ▶ Compliance with IFRS / ISA / Local Standards
- ▶ Internal Control Evaluation & Testing
- ▶ Financial Statement Examination & Assurance
- ▶ Reporting & Recommendations for Improvement

Compliance and Anti-Money Laundering (AML)

- ▶ Regulatory Compliance Assessment & Gap Analysis
- ▶ AML Policy & Procedure Development
- ▶ Customer Due Diligence & KYC Controls
- ▶ Transaction Monitoring & Suspicious Activity Reporting
- ▶ Training, Awareness & Ongoing Compliance Monitoring

Feasibility Studies and Financial Planning

- ▶ Market & Industry Analysis
- ▶ Financial Viability Assessment & Forecasting
- ▶ Cost-Benefit & Risk Analysis
- ▶ Investment Appraisal & Funding Strategy
- ▶ Business Plan Development & Advisory

Dispute Resolution Consulting

- ▶ Financial Analysis & Expert Valuation
- ▶ Litigation Support & Advisory
- ▶ Risk Assessment & Loss Quantification
- ▶ Settlement Strategy & Negotiation Support

Corporate and Institutional Restructuring

- ▶ Financial & Operational Assessment
- ▶ Debt Restructuring & Capital Optimization
- ▶ Turnaround Strategy Development
- ▶ Organizational & Governance Restructuring
- ▶ Implementation Support & Performance Monitoring

Business Valuation

- ▶ Valuation Methodology Selection & Application
- ▶ Financial Statement Analysis & Forecasting

- ▶ Market & Industry Benchmarking
- ▶ Intangible Assets & Risk Assessment
- ▶ Reporting & Advisory for Transactions or Disputes

Financial Risk Assessment

- ▶ Risk Identification & Categorization
- ▶ Quantitative & Qualitative Risk Analysis
- ▶ Stress Testing & Scenario Planning
- ▶ Risk Mitigation & Control Recommendations
- ▶ Reporting & Risk Monitoring Framework

Internal Audit (Outsourcing & Co-Sourcing)

- ▶ Audit Planning & Risk Assessment
- ▶ Control Design & Effectiveness Testing
- ▶ Operational & Compliance Audits
- ▶ Reporting & Recommendations for Improvement
- ▶ Continuous Monitoring & Advisory Support

Financial Due Diligence

- ▶ Target Company Financial Analysis & Review
- ▶ Quality of Earnings Assessment
- ▶ Cash Flow & Working Capital Evaluation
- ▶ Identification of Risks & Liabilities
- ▶ Reporting & Transaction Advisory

Mentoring, Coaching and Capacity Building

- ▶ Leadership & Executive Coaching
- ▶ Skills Development & Competency Building
- ▶ Team Performance Enhancement
- ▶ Knowledge Transfer & Best Practice Sharing
- ▶ Continuous Learning & Professional Growth Programs

Green & Sustainability Services (GSS)/ ESG

Emerging environmental challenges pose significant threats to various industries, including manufacturing, agriculture, marketing, and transportation. To combat these challenges, there is a pressing need for robust supply chain management, pollution prevention studies, and the promotion of green entrepreneurship to bolster economic resilience.

BDO Jordan stands at the forefront of this endeavor, aiding individuals, businesses, and communities in mitigating risks associated with climate change and fostering a path towards sustainability.

With a commitment to environmental protection and the long-term stability of investments, BDO has established a dedicated department specializing in environmental services. Through our Green and Sustainability Services (GSS)/ESG, we offer knowledge-driven solutions aimed at enhancing operational performance, increasing productivity, and improving efficiency while concurrently reducing costs, resource inputs, energy consumption, water usage, and waste generation.

We provide the following services under green and sustainability services:

- ▶ Sustainability Reporting
- ▶ ESG Assurance and Compliance
- ▶ Processes Optimization
- ▶ ESG Policies and Procedure
- ▶ Climate Risk Assessment
- ▶ Environmental Due Diligence
- ▶ Resource Efficient and Cleaner Production (RECP)





Sustainability Reporting

- ▶ Preparation of sustainability reports
- ▶ Materiality assessments and ESG benchmarking
- ▶ Integration of ESG disclosures into reports

ESG Assurance and Compliance

- ▶ Independent ESG data verification
- ▶ Compliance gap analysis and advisory
- ▶ ESG assurance and reporting support

Processes Optimization

- ▶ Operational efficiency and resource optimization
- ▶ Circular economy and waste reduction
- ▶ ESG integration into processes and supply chain

ESG Policies and Procedures

- ▶ Development of ESG policies and frameworks
- ▶ ESG monitoring and reporting procedures
- ▶ Staff and management ESG training

Climate Risk Assessment

- ▶ Climate risk identification and scenario analysis
- ▶ Integration into enterprise risk frameworks
- ▶ Advisory on resilience and adaptation

Environmental Due Diligence

- ▶ Environmental risk assessment for projects and investments
- ▶ Identification of compliance gaps and liabilities
- ▶ Recommendations for mitigation and remediation

Resource Efficient and Cleaner Production (RECP)

- ▶ Energy, water, and resource efficiency audits
- ▶ Cleaner production implementation
- ▶ Waste reduction and resource recovery programs

Information Technology Services

In an increasingly digital world, technology is no longer a support function — it is a strategic enabler of growth, resilience, and efficiency. At BDO Jordan, our Information Technology Services help organizations harness the power of technology to transform operations, manage risks, and drive long-term value.

From infrastructure modernization to cybersecurity enhancement, our professionals bring deep expertise and practical insight across a broad range of IT solutions tailored to the unique needs of each client. Whether in the private or public sector, we work alongside stakeholders to ensure their technology strategies are secure and future-ready.

Core Services Offered:

- ▶ Cybersecurity & Information Security
- ▶ IT Risk & Governance
- ▶ Business Continuity & Resilience
- ▶ Digital Transformation & Emerging Technologies
- ▶ ERP & Core Systems Advisory
- ▶ IT Due Diligence & M&A Technology Advisory
- ▶ Data & Analytics
- ▶ Systems Compliance & IT Controls
- ▶ IT Audit

Cybersecurity & Information Security

- ▶ Information Security Framework Assessment
- ▶ (ISO 27001, NIST, COBIT)
- ▶ Cyber Risk Assessment and Management
- ▶ Vulnerability Assessment and Penetration Testing (VAPT)
- ▶ Data Privacy and Protection Compliance
- ▶ (GDPR, local regulations)
- ▶ Security Awareness and Incident Response Planning

IT Risk & Governance

- ▶ IT Risk Assessment & Gap Analysis
- ▶ Governance Framework Design & Implementation
- ▶ IT Policy & Procedure Development
- ▶ Compliance Monitoring & Reporting
- ▶ Continuous Improvement & Advisory Support

Business Continuity & Resilience

- ▶ Business Impact & Risk Analysis
- ▶ Continuity Planning & Strategy Development
- ▶ Crisis Management
- ▶ Testing, Simulation & Plan Validation
- ▶ Ongoing Monitoring & Resilience Enhancement

Digital Transformation & Emerging Technologies

- ▶ IT Strategy and Roadmap Development
- ▶ IT Infrastructure Optimization
- ▶ Cloud Readiness and Migration Services
- ▶ ERP Selection, Implementation, and Optimization
- ▶ Legacy System Modernization
- ▶ AI and Machine Learning Integration
- ▶ Blockchain Advisory and Use Case Development
- ▶ Internet of Things (IoT) Solutions
- ▶ Robotic Process Automation (RPA)

ERP & Core Systems Advisory

- ▶ System Selection & Implementation Planning
- ▶ Process Mapping & Integration Design
- ▶ Configuration, Customization & Optimization
- ▶ User Training & Change Management
- ▶ System Audit, Monitoring & Continuous Improvement

IT Due Diligence & M&A Technology Advisory

- ▶ Technology Assessment & Risk Evaluation
- ▶ Systems & Infrastructure Review
- ▶ IT Compliance & Security Analysis
- ▶ Integration Planning & Implementation Support

Data and Analytics

- ▶ Data Governance and Quality Management
- ▶ Business Intelligence and Dashboarding
- ▶ Predictive and Advanced Analytics
- ▶ Big Data Architecture Design
- ▶ Data Warehousing and ETL Solutions

Systems Compliance & IT Controls

- ▶ IT Control Framework Design & Assessment
- ▶ Regulatory & Standards Compliance Review
- ▶ Access Management & Security Controls
- ▶ System Monitoring & Exception Reporting
- ▶ Advisory & Continuous Improvement Support

IT Audit

- ▶ IT General Controls (ITGC) Review
- ▶ Application Controls Testing
- ▶ Third-Party Assurance
- ▶ IT Risk and Internal Control Assessment

BDO Jordan Academy

At BDO Jordan, we go beyond simply conducting audit and advisory projects - we are committed to building the capacity of organizations through training and coaching initiatives. Our team of experienced professionals acts as a learning development partner, bridging the gap between where your staff currently stand and where they need to be in order to propel your business forward.

Through our training consulting services, we collaborate with entities to identify areas where staff can be upskilled, aligning their capabilities with your organization's growth plans and strategy. Our training advisory team offers a range of services, from conducting training needs assessments to designing internal training systems and developing training centers.

Core Services Offered:

- ▶ Preparation Courses for Professional (CMA, CIA, PMP, RMP, etc.)
- ▶ Training Diplomas and Courses
- ▶ Training Consultancies

Preparation Courses for Professional Certifications (JCPA, CPA, CMA, CIA, PMP, RMP, etc.)

- ▶ Jordan Certified Public Accountants (JCPA)
- ▶ Certified Public Accountant (CPA)
- ▶ Certified Management Accountant (CMA)
- ▶ Certified Internal Auditor (CIA)
- ▶ Project Management Professional (PMP)
- ▶ Risk Management Professional (RMP)
- ▶ Globally accredited qualifications

Training Diplomas and Courses

- ▶ Financial management diploma
- ▶ Internal audit and controls diploma
- ▶ Tax and regulatory compliance diploma
- ▶ Project and risk management diploma
- ▶ Hr diploma
- ▶ Procurement and operations diploma
- ▶ Accounting and auditing course
- ▶ Taxation and compliance course
- ▶ Risk management and internal control course
- ▶ Business and soft skills course
- ▶ Role-specific skill development training
- ▶ Leadership and management training
- ▶ On-site and virtual delivery training

Training Consultancies

- ▶ Skills gap analysis
- ▶ Workforce training needs assessment
- ▶ Sector-specific training advice
- ▶ Learning strategy development
- ▶ Public sector reform and workforce upskilling
- ▶ NGO and civil society capacity development
- ▶ Technical assistance for donor-funded projects
- ▶ Leadership development and performance improvement



Strategic Communications & Digital Branding

At BDO Jordan, we offer Strategic Communications & Digital Branding as part of our advisory practice - not as a traditional media service, but as a consulting-led solution focused on long-term value, brand sustainability, and institutional growth.

Unlike media agencies that focus solely on execution, our approach is grounded in strategy, governance, and capacity building. We work alongside organizations to co-create communications systems that reflect their values, serve their mission, and align with global best practices.

Our services are delivered by BDO Jordan's in-house Creative Team, a multidisciplinary unit with regional experience across the Arab world - including the Gulf - and a proven track record with NGOs, public and private sector clients, and professional services firms.

Core Services Offered:

- ▶ Social Media Management
- ▶ Website Creation & Revamp
- ▶ Brand Identity & Rebranding Projects
- ▶ Messaging & Visual Positioning
- ▶ BDO Global Brand Compliance Support
- ▶ Social Media & Website Management for BDO Member Firms
- ▶ Corporate Profiles, Literature & Visual Collateral Production

Social Media Management

- ▶ Strategic management of LinkedIn, Instagram, Facebook, etc.
- ▶ Content planning, bilingual copywriting, and visual design
- ▶ Scheduling, analytics, and performance reporting
- ▶ Maintaining institutional tone and thought leadership

Website Creation & Revamp

- ▶ Build and modernize bilingual (Arabic-English) websites
- ▶ Ensure responsive, fast, and accessible design
- ▶ Focus on user experience, clarity, and long-term maintainability
- ▶ Align website with organizational identity

Brand Identity & Rebranding Projects

- ▶ Logo, color palette, and full visual systems development
- ▶ Creation of brand manuals and guidelines
- ▶ Support for organizational transformation, growth, or repositioning

Messaging & Visual Positioning

- ▶ Craft clear and credible brand messages and value propositions
- ▶ Develop tone-of-voice guides for proposals and communications
- ▶ Ensure cultural relevance across platforms

BDO Global Brand Compliance Support

- ▶ Conduct audits and design reviews for local BDO firms
- ▶ Provide localization support for websites, social media, reports, and proposals
- ▶ Ensure compliance with BDO Global brand and messaging standards

Social Media & Website Management for BDO Member Firms

- ▶ Full management of digital presence for Middle East BDO firms
- ▶ Ensure global brand alignment without internal teams
- ▶ Save time and streamline content management

Corporate Profiles, Literature & Visual Collateral Production

- ▶ Design and develop corporate profiles, brochures, roll-ups, infographics, and PowerPoint decks
- ▶ Provide support in writing, translation, design, and photography
- ▶ Deliver branded campaigns aligned with organizational identity



“ Through our comprehensive advisory services, we empower our clients to make informed decisions, drive growth, and achieve their sustainability goals.

Azzam Hamaideh

Advisory Partner - Technical and Management Consulting Services

Eng. Azzam is the Advisory Partner at BDO Jordan. He has over 21 years of experience in managing business development, including Sustainable Development projects related to the water, energy, and environmental sectors, as well as in conducting research, evaluations, and specialized studies. He has a wealth of experience in the industrial sector, as well as in real estate and facilities. He also has experience in organizational strengthening through the development of internal systems and procedures in the areas of procurement, production controls, asset management, risk management, feasibility studies, and life cycle cost analysis.

He has worked on several major projects and developments in Jordan and the Middle East with various international agencies including the World Bank, UN, GIZ, and USAID.

He is certified in Clean Development Mechanism (CDM) from KOICA, Republic of Korea, and the Transfer of Environmentally Sound Technology (TEST) from UNIDO, and is an accredited trainer for the Switch Med Green Entrepreneurship Programme with SCP/ RAC, in addition to other professional certifications such as PMP, ISO 9001:2000, Internal Audit, ISO 18001:2007, and ISO 14046.

Azzam holds a BSc. in Water & Environmental Engineering from the Hashemite University of Jordan and a master's degree in Integrated Water Resources Management (IWRM), from the Cologne University of Applied Science/ Germany, which he completed through a scholarship funded by "DAAD".



Advisory Services Team



Anas Al-Tawarah

Senior Manager – General consulting, PMP , RMP

Mr. Anas is a Senior Manager in General Consulting at BDO Jordan with over 17 years of expertise in advisory services. He has managed high-stakes projects for UN organizations across Jordan, Iraq, Lebanon, and Libya, delivering strategic consulting in risk management, monitoring & evaluation, and family business governance. A seasoned expert, he is skilled in conducting internal audits, designing methodologies for new business opportunities, and leading complex initiatives such as feasibility studies and environmental sustainability projects. He possesses strong capabilities in project planning, execution, and stakeholder collaboration, ensuring successful outcomes and operational improvements for a diverse client base.



Rawya Sami

Senior Manager – Consulting

Ms. Rawya is a Senior Consulting Manager and Proposal Lead at BDO with over 18 years of expertise in proposal development, project management, and advisory services. She specializes in crafting winning technical proposals and designing methodologies for a wide range of sectors in response to RFPs from UN agencies, USAID, and the World Bank. She leads the preparation and management of complex proposals, ensuring compliance with donor requirements and overseeing the entire development process from design to delivery. Additionally, she manages project implementation for key clients, including UN Women, and contributes to capacity building, branding, and marketing strategies for the firm.



“ In my role as a financial consulting partner at BDO Jordan, I have seen the transformative impact of our services on improving businesses' financial performance and nurturing the professional growth of their employees.

Jamal Al-Taraireh, Ph.D.

Financial Advisory Partner

Dr. Jamal is a Financial Consulting Partner at BDO Jordan with more than 33 years of experience in accounting and financial management. He has extensive experience in the fields of IFRS conversion, accounting and external and internal audit. His long experience in consulting includes addressing financial procedures, business plans, and financial feasibilities.

Jamal has accumulated an array of skills throughout his career, including in the areas of management, communication, banking, financial analysis, and risk assessment. Jamal has also taught courses in International Accounting Standards (IFRS & IPSAS), Forensic Accounting, Advanced Cost Accounting, Advanced Financial Analysis, JCPA, CIA, ACPA, and CMA courses, among others.

He was an active member in the steering committee for the implementation of IPSAS in Jordan until 2016, and was the instructor for more than 10 workshops. Jamal currently holds the position of Partner for Financial Consulting at BDO Jordan and has formerly worked as the Senior Auditor/Expert at the Audit Bureau of Jordan, Inspector at CBJ, and Supervisor in the Internal Audit Department at the Bank of Jordan, where he led the fraud investigation on several cases. He was also an Instructor and Head of the Accounting Division at the University of Petra. Jamal holds a bachelor's, master's, and Ph.D. in Accounting and CBA.



Wafaa Abu Samra, Ph.D.

Director - Financial Advisory

Dr. Wafaa is the Director of Financial Advisory at BDO with over 20 years of experience in credit analysis, corporate business, compliance, risk management, financial analysis, feasibility studies, development, strategy, restructuring, and training. She has led projects and training across the MENA region, including donor-funded programs, competitive funds, and the design of evaluation systems. Her expertise also spans procurement, accounting, contract management, gender, and innovation, and she has published books and articles.

A strong advocate for women's participation in economic and political life, she volunteers with local NGOs and municipalities, co-founded Women on Board–Jordan, and is a member of the Jordan Forum for Business and Professional Women's Associations. Dr. Wafaa holds an MBA, a PhD in Finance from Amman Arab University, and an EFQM certificate.



**Global solutions.
Driven to be the best.**



Business **S**ervices & **O**utourcing

Business Services & Outsourcing (BSO)

When entities need to focus their energy on moving their business forward, they must consider the option of outsourcing a number of their business services. By transferring certain assignments to us, as a third-party specialist, you gain the opportunity to focus on your core business, knowing that our services will improve your entity's efficiency and help to cut costs.

Our BSO team has been working with entities of varying sizes from different sectors locally, regionally, and internationally. We adopt a work approach that is based on expertise and sound reasoning, to ensure your business is running as effectively and efficiently as possible.

Taking into consideration the differences between businesses, we customize our outsourcing services to meet entities' individual needs, with suitable solutions applied case-by-case. We understand our clients' businesses and deliver comprehensive, efficient, and tailor-made services accordingly to successfully meet their needs.

There are several benefits of outsourcing services, such as cost reduction, prioritization of efforts, creation of a competitive advantage, access to latest technologies, and more. We maintain the security and confidentiality of all records and information shared with us, and have specialized personnel that are experienced in the areas of risk detection and mitigation. We are also able to draw from our access to international support, in our capacity as part of the BDO Global Network working in 166 countries.

We provide professional outsourcing services in the following areas:

- ▶ Bookkeeping & Accounting
- ▶ Financial Reporting
- ▶ Payroll Services
- ▶ Social Security Services
- ▶ Recruitment & Headhunting Services
- ▶ Compliance & Regulatory Reporting
- ▶ Anti-Money Laundering (AML) Audit
- ▶ Audit Outsourcing
- ▶ Company Secretarial & Management Reporting
- ▶ Administrative & Virtual Support
- ▶ Customer Service Outsourcing
- ▶ IT & Technical Support
- ▶ Procurement & Supply Chain Support

Bookkeeping & Accounting

- ▶ Accurate, real-time financial recordkeeping and ledger maintenance
- ▶ Cash flow monitoring, expense control, and reconciliation
- ▶ Transaction processing aligned with internal controls
- ▶ Audit readiness and support documentation
- ▶ Financial insights to inform strategic business planning

Financial Reporting

- ▶ Preparation of financial statements in compliance with IFRS and local GAAP
- ▶ Consolidated reporting for multi-entity structures
- ▶ Diagnostic reviews to identify reporting errors and gaps
- ▶ Disclosure optimization and compliance with reporting standards
- ▶ Support for automation and process improvement initiatives

Payroll Services

- ▶ Comprehensive payroll processing, tax deductions, and salary disbursement
- ▶ Payslip generation and secure digital distribution
- ▶ Timesheet tracking, benefits coordination, and leave management
- ▶ Payroll audits and compliance with labor regulations
- ▶ Filing of monthly and annual payroll tax and social security reports

Social Security Services

- ▶ Employee registration and contribution tracking
- ▶ Monthly reporting and submission to authorities
- ▶ Guidance on employee entitlements and benefits
- ▶ Liaison with social security inspectors during audits
- ▶ Compliance with evolving local legislation

Recruitment & Headhunting Services

- ▶ Job profiling, talent sourcing, and candidate shortlisting
- ▶ Interview scheduling, onboarding, and offer management
- ▶ Support for high-volume or seasonal hiring campaigns
- ▶ Drafting of employment contracts and HR documentation
- ▶ Advisory on retention-focused recruitment strategies

Compliance & Regulatory Reporting

- ▶ Preparation and submission of statutory reports
- ▶ Internal control assessments and governance framework implementation
- ▶ Coordination with Shared Service Centers and regulatory bodies
- ▶ Local and international tax compliance management
- ▶ Risk mitigation through timely and accurate disclosures

Anti-Money Laundering (AML) Audit

- ▶ Independent review of AML/CFT frameworks
- ▶ Evaluation of risk assessment procedures and customer due diligence (CDD)
- ▶ Gap analysis against local and international AML regulations
- ▶ Reporting on findings and practical recommendations for remediation
- ▶ Support during regulatory inspections or follow-up actions

Audit Outsourcing

- ▶ Co-sourced or fully outsourced internal audit functions
- ▶ Annual audit planning and execution aligned with IIA standards
- ▶ Risk-based audit execution across financial and operational areas
- ▶ Reporting of findings with actionable insights and control improvements
- ▶ Ongoing monitoring and support for audit committee reporting

Company Secretarial & Management Reporting

- ▶ Statutory compliance and corporate governance advisory
- ▶ Maintenance of company registers, filings, and records
- ▶ Preparation of board, committee, and shareholder meeting documentation
- ▶ Tailored management reporting packages for internal and external stakeholders
- ▶ Support during regulatory inspections and corporate reviews

Administrative & Virtual Support

- ▶ Digital data entry, document formatting, and file management
- ▶ Indexing, archiving, and secure records control
- ▶ Scheduling and calendar management for executives and teams
- ▶ Secretarial and virtual assistant services for operational continuity
- ▶ Coordination of internal communications and reporting

Customer Service Outsourcing

- ▶ Multi-channel customer support via phone, email, and live chat
- ▶ CRM and ticketing system configuration and management
- ▶ SLA tracking, resolution handling, and service quality monitoring
- ▶ Collection and reporting of customer feedback
- ▶ Customer experience enhancement and performance analytics

IT & Technical Support

- ▶ Day-to-day helpdesk and remote technical support
- ▶ Monitoring and maintenance of infrastructure and networks
- ▶ Integration and management of cloud-based services
- ▶ System diagnostics, updates, and cybersecurity oversight
- ▶ Coordination with third-party tech providers as needed

Procurement & Supply Chain Support

- ▶ Vendor sourcing, due diligence, and onboarding
- ▶ Purchase order issuance, invoice validation, and tracking
- ▶ Contract management and compliance monitoring
- ▶ Coordination of inventory movement and logistics planning
- ▶ Documentation and support for procurement audits



HAMDI MELHEM

Partner – Compliance & Business Services Outsourcing | CFE

Mr. Hamdi is a Partner at BDO Jordan, leading both the Compliance and Business Services & Outsourcing (BSO) practices. With over 25 years of experience in accounting, regulatory compliance, internal audit, and forensic investigations, he plays a pivotal role in strengthening governance, efficiency, and transparency across outsourced service lines.

In his BSO leadership capacity, Hamdi oversees the development and execution of scalable outsourcing solutions, covering payroll compliance, statutory reporting, internal control frameworks, and risk mitigation. He works closely with clients to align operations with local regulations and international standards, supporting organizations across diverse sectors in achieving resilience, accuracy, and regulatory adherence.

Beyond outsourcing, Hamdi has extensive expertise in compliance and forensic work. He has successfully led institutional assessments, internal audits, and fraud investigations for UN agencies, donor-funded programs, NGOs, and government initiatives, including assignments with USAID and the World Bank. His work consistently focuses on identifying control gaps, enhancing procedural integrity, and advising on fraud risk management and remediation.

As BDO Jordan's designated Global Forensics Champion, Hamdi ensures that ethics, accountability, and compliance remain central to all engagements, whether through outsourced delivery or investigative mandates.



Rami Nairoukh

Senior Manager – Business Services & Outsourcing (BSO)

Mr. Rami is a Senior Manager within the Business Services & Outsourcing (BSO) division at BDO Jordan. He brings over 25 years of experience in accounting, payroll, corporate and employee tax (including VAT), and regulatory compliance, supporting a diverse portfolio of clients across industries.

Throughout his career, Rami has contributed to the successful delivery of complex outsourcing engagements in Jordan and the Gulf region, including involvement in large-scale VAT implementations in Saudi Arabia and the GCC. He plays a key role in ensuring operational accuracy and regulatory compliance across BSO service lines.

Rami also liaises regularly with tax and social security authorities, supporting clients in maintaining full compliance, adapting to regulatory changes, and optimizing internal processes for greater efficiency and control.



BDO Jordan Academy

About BDO Jordan Academy

In order to better serve the training and capacity building needs of individuals and organizations, we have established the BDO Jordan Academy. Our vision for the Academy is focused on delivering strategic learning experiences that are measurable and effective, cultivating a pool of highly skilled professionals who can drive success within their organizations.

With a team of in-house instructors and seasoned training professionals, we offer engaging and impactful training programs. Additionally, we provide review courses for professional certifications such as CPA, CMA, and CIA, as well as diplomas and Project Management Professional Certifications.

BDO Jordan Academy Training Plan:



Core Services Offered:

- ▶ Preparation Courses for Professional Certifications (JCPA, CPA, CMA, CIA, PMP, RMP, etc.)
- ▶ Training Diplomas and Courses
- ▶ Training Consultancies

More about BDO
Jordan Academy:





Abeer Al-Dweik

Senior Training Manager

Ms. Abeer is a Senior Training Manager at BDO Jordan, bringing over 13 years of experience in employee development, training strategy design, and organizational growth. She is responsible for overseeing the design and delivery of training programs that enhance both technical and managerial capabilities across the firm.

Throughout her career, Abeer has successfully led training initiatives across multiple industries, establishing expertise in assessing learning needs, designing tailored programs, and delivering practical solutions that align with evolving business environments. She has a strong passion for leadership and managerial development, helping organizations improve team performance and drive sustainable growth.

At BDO Jordan, Abeer ensures that training frameworks remain relevant and forward-looking, addressing emerging challenges and equipping staff with the skills needed to excel. Her commitment to continuous learning and innovation positions her as a key contributor to the firm's long-term success.



**RAMI
SAMMAN**

Managing Partner; JCPA
BDO Jordan - BDO Iraq



**MAZEN
JABER**

Senior Partner; CMC



**AHMAD
ALRAMAHI**

Audit Partner; JCPA



**MOHANNAD
QUNIEBI**

Partner - Tax and Transfer
Pricing Services, LL.M. , JCTE



**JAMAL
ALTARAIREH**

Financial Advisory Partner,
Ph.D., CBA, JCPA



**AZZAM
HAMAIDEH**

Advisory Partner - Technical
& Management Consulting,
CDM.TEST, PMP



**HASSAN
AL-SADI**

Audit Partner; CPA, CMA,
CICA, CFC, CFE, CIA,
CGMA, CPFA, DipIFR



**HAMDI
MELHEM**

Partner – Compliance &
Business Services
Outsourcing | CFE



**IYAS
SAMMAN**

Administration
Partner



**WAFAA ABU
SAMRA**

Director of Financial
Advisory, Ph.D., EFQM



**NESREEN
YOUNIS**

Risk, Ethics & Compliance
Senior Manager; CPA



**RAWYA
SAMI**

Senior Manager – Consulting



**MOHAMMAD
YOUNIS**

Senior Audit Manager



**QUSAI
SHAQO**

Senior Audit Manager



**MOHAMMAD
KHATIB**

Senior Audit Manager



**ANAS
ALTAWARAH**

Senior Manager – Consulting,
PMP, RMP



**ABEER
AL-DWEIK**

Senior Manager - Training



**SAED
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Thank you for taking the time to learn more about BDO Jordan.

We believe that building a deep understanding between our teams and clients is the key to achieving growth at every stage of our professional relationship. Please feel free to drop by our offices or contact us for any further details.

It will be our pleasure to be a part of your journey to reach your goals.

BDO JORDAN (SAMMAN & CO.)

BDO is the brand name for the International BDO Network and for each of the BDO Member Firms.

