



- CERTIFIED ACCOUNTING TECHNICIAN (ACCA) →
- FINANCIAL ACCOUNTANT (IFA) →
- REGISTERED BOOK KEEPER (IAB) →
- REGISTERED FINANCIAL ADMINISTRATOR (IAB) →
- REGISTERED FINANCIAL MANAGER (IAB) →
- CHARTERED ACCOUNTANT (ICAEW) →
- PAYROLL PROFESSIONAL (IPP) →

the **gateway** to your finance career



Qualifications for **business**

IAB qualifications are special. Because the IAB is a professional body, unlike many general awarding bodies, it is particularly well placed to meet the needs of businesses and finance professionals who serve them.



The IAB is owned entirely by its membership, which is made up of employers, employees and the self-employed who all provide financial expertise to their own or their clients' businesses. So IAB qualifications are developed by experts with a unique vision and understanding of the needs of businesses and aspiring finance professionals.

IAB qualifications are accredited by Ofqual *(the Office of the Qualifications and Examinations Regulator), which provides further assurance of standards, quality and recognition. Many courses leading to IAB qualifications are eligible for government funding, which minimises the associated tuition fees, and makes them an economical option for candidates and centres.

Because the IAB is constantly adapting and extending its range of qualifications, it is able to rapidly meet the changing needs of businesses and the professionals who serve them. In addition to setting the international standards for book-keepers and other finance professionals through its growing range of qualifications, the IAB is expanding its range of business and finance-related qualifications for non-finance staff.

IAB qualifications have all been designed to support the flexible learning that is increasingly important in today's competitive businesses environment. IAB candidates and centres can mix and match from a range of short qualifications, so learners can progress at their own pace, and build their skills in bite-sized chunks, while the IAB's simple assessment methods include examinations and assignments.

* Prior to April 2008, the responsibility for the regulation of accredited qualifications in England was held by the Qualifications and Curriculum Authority (QCA).





A future in **finance**

Many of the IAB examinations can lead to membership of a professional body, and the status represented by designatory titles and letters.

Because the IAB works collaboratively with other professional bodies, holders of IAB qualifications can progress to become an IAB registered book-keeper or use their IAB qualifications to gain qualifications exemptions* from the following UK professional bodies:

- Institute of Chartered Accountants in England and Wales (ICAEW)
- Institute of Financial Accountants (IFA)
- Association of Chartered Certified Accountants (ACCA)
- Association of Accounting Technicians (AAT)
- Institute of Payroll Professionals (IPP)

The ICAEW grants exemption from its professional level accounting paper for those who have passed both the IAB Level 3 Diploma in Accounting & Advanced Book-keeping and the new IAB Level 4 Diploma in Accounting to International Standards.

‘The **IAB** is one of a number of important routes into the accountancy profession for those considering a career in finance and the Institute of Chartered Accountants in England & Wales is keen to encourage all those who gain valuable qualifications and experience through these routes to consider going on to study for an ACA.’

Institute of Chartered Accountants in England & Wales, March 2008

The IFA grants exemptions from all of its Technician level modules for holders of relevant IAB qualifications as follows:

IFA Module	IAB Qualification
Financial Accounting Fundamentals	IAB Level 3 Diploma in Accounting and Advanced Book-keeping
Management Accounting Fundamentals	IAB Level 3 Diploma in Cost and Management Accounting
Law for Accountants	IAB Level 3 Diploma in Business Law
Personal and Business Taxation	IAB Level 4 Diploma in Personal and Business Tax

* The AAT grants full exemption from its foundation level examination for many holders of IAB qualifications and the ACCA grants exemptions from its Certified Accounting Technician (CAT) qualification.

* The IPP offers career progression for those holding some IAB qualifications. Students who pass either the IAB Level 3 Certificate in Manual Payroll or the IAB Level 3 Certificate in Computerised Payroll have a direct progression route to the IPP diploma in payroll management.

So, whether you want to take the first step towards a professional finance career or boost your prospects with a specialist qualification, the IAB can help you gain the skills you need to progress.

* correct at the date of publication 1 May 2008.



Major new qualifications for 2008/09 - **Diplomas in Financial Administration and Financial Management**

The IAB recognises that many of those who hold financial roles within businesses are often required to take on a variety of responsibilities including book-keeping, payroll, tax, preparation of financial statements, costing and management information and legal matters.

As an alternative to simply taking the individual IAB qualifications covering these, the IAB has created two, broad, 'over-arching', Diploma qualifications, based on the units of the individual IAB qualifications. The award of these two Financial Diplomas will acknowledge that the holders have demonstrated ability across several specialisms.

Because the Financial Diplomas are based on the units of existing, individual IAB qualifications, credit is given for any relevant IAB qualification already gained.

The following table provides a list of the individual units of the Diplomas and the corresponding individual IAB 2008-09 qualifications for which unit exemption is granted:

IAB Level 3 Diploma in Financial Administration

Mandatory Units:

Record adjustments and Prepare Financial Statements

Accounting and Advanced Book-keeping using accounting software

Exemption for holders of:

Level 3 Diploma in Accounting and Advanced Book-keeping

Level 3 Diploma in Computerised Accounting

Optional Units (two required):

Managing Payroll Administration

Level 3 Diploma in Payroll

Computerised Payroll Administration

Level 3 Diploma in Computerised Payroll

Cost and Management Accounting methods & analysis

Level 3 Diploma in Cost and Management Accounting

The application of Business Law in small businesses

Level 3 Diploma in Business Law



IAB Level 4 Diploma in Financial Management'

Mandatory Units:

Prepare and appraise Financial Statements

Preparing Personal Taxation computations

Preparing Business Taxation computations

Planning and control of resources and assessing financial performance

Investment decision making and measurement of shareholder value

Exemption for holders of:

Level 4 Diploma in Accounting to International Standards

Level 4 Diploma in Personal and Business Tax

Level 4 Diploma in Personal and Business Tax

Level 4 Diploma in Financial Information for Managers

Level 4 Diploma in Financial Information for Managers

Optional Units (two required):

Managing Payroll Administration

Computerised Payroll Administration

The application of Business Law in small businesses

Level 3 Diploma in Payroll

Level 3 Diploma in Computerised Payroll

Level 3 Diploma in Business Law



Roadmap for **success**

IAB qualifications provide a structured and flexible career progression, allowing you to develop the skills that you want and at your pace.

The IAB offers several different 'pathways' of financial qualifications. After achieving a qualification on one pathway students may progress to another in the same or a different pathway, according to their needs.

Level of the NQF or QCF in England	Book-keeping, Accounting & Tax	Computerised Book-keeping & Accounting	Payroll	Computerised Payroll
4	Diploma in Accounting to International Standards			
4	Diploma in Personal and Business Tax			
4	Diploma in Financial Information for Managers*			
3	Diploma in Cost and Management Accounting			
3	Diploma in Accounting and Advanced Book-keeping	Diploma in Computerised Accounting (formerly Book-keeping)	Diploma in Payroll	
2	Certificate in Book-keeping	Certificate in Computerised Book-keeping	Certificate in Payroll	Diploma in Computerised Payroll
1	Certificate in Book-keeping	Certificate in Computerised Book-keeping	Certificate in Payroll	Certificate in Computerised Payroll

*subject to accreditation

Read on for key facts about all the IAB qualifications in the extended range for 2008-09



Key facts about **IAB** qualifications

Book-keeping, Accounting and Finance

Level	Qualification title	No of units	Accreditation number	Guided Learning hours	Assessment	About the qualification
1	Certificate in Book-keeping	1	500/3159/4	30	Final exam of 1 ^{1/2} hours	An opportunity to understand the functions of Book-keeping and to process and record simple transactions.
2	Certificate in Book-keeping	1	500/2993/9	60	Final exam of 2 hours	Making and receiving payments, entry of transactions into the double-entry book-keeping system and preparation of a Trial Balance
3	Diploma in Accounting and Advanced Book-keeping	1	500/3022/x	90	Two final exams each of 2 hours	Preparation of Financial Statements for Sole Traders, 'Not for Profit' organisations and Partnerships.
4	Diploma in Accounting to International Standards	1	500/3370/0	90	Final exam of 3 hours	Preparation and publication of Financial Statements, ensuring they comply with International Accounting Standards and to UK Accounting Concepts and Policies.
3	Diploma in Cost and Management Accounting	1	500/2994/0	60	Final exam of 3 hours	The fundamental principles in determining the cost of labour, materials and overheads, so as to accurately ascertain the cost price and selling price of goods and/or services.
4	Diploma in Financial Information for Managers	2	Subject to accreditation	60 (30 per unit)	Final exam of 3 hours per unit	Collecting, analysing and interpreting information to assist managers in controlling costs and improving the performance of the organisation.
3	Diploma in Financial Administration	4	Subject to accreditation	255 to 270	5 final exams of between 2 and 3 hours	This qualification consists of two mandatory units and two option units. The mandatory units are those of the level 3 Diploma in Accounting & Advanced Book-keeping and the level 3 Diploma in Computerised Accounting. The two option units can come from the level 3 Diplomas in Payroll, Computerised Payroll, Cost and Management Accounting and Business Law.



Book-keeping, Accounting and Finance

Level	Qualification title	No of units	Accreditation number	Guided Learning hours	Assessment	About the qualification
4	Diploma in Financial Management	6	Subject to accreditation	255 to 270	6 final exams of between 2 ^{1/2} and 3 hours	This qualification consists of five mandatory units and one option unit. The mandatory units are those of the level 4 Accounting to International Standards, the level 4 Personal and Business Tax and the level 4 Financial Information for Managers. The one option unit can be one of the level 3 Diplomas in Business Law, Payroll and Computerised Payroll
4	Diploma in Personal and Business tax	2	500/3636/1	60 (30 per unit)	Final exam of 3 hours per unit	Preparation of income tax computations and the calculation of income tax payable for individuals. The preparation of Capital Gains Tax and Corporation tax computations for companies.
3	Certificate in Finance for Non Financial Managers	1	500/3654/3	60	Final exam of 2 hours	Gain knowledge of the nature of accounting, accountability and stewardship within a business environment and the analysis and interpretation of financial statements
3	Diploma in Small Business Financial Management	8	500/4021/2	64 (8 per unit)	Assignments	Keeping records, VAT, payroll, the preparation of final accounts, taxation, costing, management of working capital and financial planning and control.
2	Diploma in Personal Finance	6	500/1490/0	30 (5 per unit)	Assignments	The opportunity to develop knowledge and skills associated with the key financial areas and tasks necessary for day to day personal financial management.
none	Certificate in Financial English	2	Non accredited	60 taught hours	Written, oral and listening	This qualifications is designed for candidates who wish to become competent in the application of Financial English terminology in realistic everyday business situations.
none	Diploma in Financial English	3	Non accredited	60 taught hours	Written, oral and listening	This qualifications is designed for candidates who wish to become competent in the application of Financial English terminology in realistic everyday business situations.



Computerised Book-keeping and Accounting

Level	Qualification title	No of units	Accreditation number	Guided Learning hours	Assessment	About the qualification
1	Certificate in Computerised Book-keeping	1	500/3160/0	30	Final exam of 1 ^{1/2} hours	The opportunity to gain knowledge of basic computerised book-keeping routines concerning the documentation and processes related to making and receiving payments.
2	Certificate in Computerised Book-keeping	1	500/3079/6	45	Final exam of 2 hours	An opportunity to develop skills to gain an initial insight into both cash and credit business transactions, VAT and other computerised routines.
3	Diploma in Computerised Accounting	1	500/3023/1	60	Final exam of 2 ^{1/2} hours	This will involve the transfer of double entry principles, some reconciliation procedures and other manual procedures to the computerised system.

Qualifications for owner-managers and small firms

Level	Qualification title	No of units	Accreditation number	Guided Learning hours	Assessment	About the qualification
2	Certificate in Business enterprise (QCF)	10/ 11	500/1779/2	10 per unit	Assignments	The opportunity to develop knowledge and skills associated with starting a business and to look at the key aspects which need to be developed for the potential business to be successful.
3	Diploma in Business Law	1	500/3637/3	60	Final exam of 3 hours	An opportunity to gain an understanding of the legal system in operation in England and Wales and as it applies to the small business.
3	Diploma in Small Business Financial Management	8	500/4021/2	64 (8 per unit)	Assignments	Keeping records, VAT, payroll, the preparation of final accounts, taxation, costing, management of working capital and financial planning and control.



Payroll and computerised payroll

Level	Qualification title	No of units	Accreditation number	Guided Learning hours	Assessment	About the qualification
1	Certificate in Payroll	1	500/3281/1	45	Final exam of 1½ hours	An opportunity to gain some knowledge of income tax and National Insurance calculations through the use of the HMRC CD-Rom.
2	Certificate in Payroll	1	500/3282/3	60	Final exam of 2 hours	Expand knowledge of Income Tax and National Insurance calculations for the PAYE employee. Introduction to additional payments and allowances, the payment of statutory payments for sickness, maternity leave, adoption pay and paternity pay.
2	Certificate in Computerised Payroll	1	500/3368/2	45	Final exam of 2 hours	An opportunity to develop knowledge of Income Tax and National Insurance calculations for the PAYE employee, including directors and to advance the understanding of other fundamental procedures introduced at Level 2
3	Diploma in Payroll	1	500/3278/1	60	Final exam of 2½ hours	Concerned with the fundamental principles relating to the basic calculations and preparation of both a weekly and monthly payroll, using some manual routines but mainly commercially available payroll software.
3	Diploma in Computerised Payroll	1	500/3283/5	45	Exam of 2½ hours	The opportunity to expand skills in preparing the computerised payroll for various income tax and National Insurance calculations under the PAYE scheme, for employees including directors.

ABE/IAB Financial Management Certificate

This qualification has been developed in partnership with the Association of Business Executives (ABE) and provides students with the knowledge needed to communicate and manage effectively in a business and financial context. There will be progression opportunities to the FM Diploma and Advanced FM Diploma which are being developed by ABE in partnership with the IFA (Institute of Financial Accountants). Students completing the full programme will have the opportunity to progress to the final stage of a degree as well as enhanced career prospects. For more information contact ABE at www.abeuk.com. Those students who enrol on the FM Certificate programme are also granted student membership of the IAB. Achievement of the unit 'Introduction to Financial Accounting' enables successful students to apply to upgrade to become a full Member of the IAB (MIAB).

The IAB has high ethical and professional standards, so being an IAB Registered Book-keeper is the ultimate confirmation of your technical finance capabilities, but this is just one of the reasons for becoming a member.

Benefits of IAB membership

Under the Money Laundering Regulations 2007, anyone in the UK providing book-keeping or other accountancy services to external clients must be registered with and supervised by either Her Majesty's Revenue and Customs or an approved supervisory body (ASB). The IAB is listed as an ASB within the Regulations, making the IAB the natural home for all self-employed book-keeping practitioners.

Other valued membership benefits include:

- an informative journal issued several times a year
- a fortnightly e-newsletter
- opportunities to attend specially arranged events for continuing professional development (CPD) and at preferential rates for members
- on-line CPD courses at specially negotiated rates
- technical and legal support services
- outstanding financial benefits for members and their business

As well as recognising prior achievement of equivalent qualifications with other bodies, many of the 2008-09 IAB qualifications enable those who hold them to apply for a grade of IAB membership as described on this and the following page.

Why not apply now?

Visit www.iab.org.uk or email membership@iab.org.uk



IAB membership grades

An Associate is entitled to use the designatory letters AIAB.

To apply for this grade of membership you must hold, as a minimum, one of the following IAB qualifications or equivalent qualifications from other awarding or professional bodies:

- IAB Level 2 Certificate in Book-keeping
- IAB Level 2 Certificate in Computerised Book-keeping
- IAB Level 2 Certificate in Payroll
- IAB Level 2 Certificate in Computerised Payroll
- IAB Level 3 Diploma in Payroll
- IAB Level 3 Diploma in Computerised Payroll
- IAB Level 3 Diploma in Small Business Financial Management
- IAB Level 3 Diploma in Cost and Management Accounting
- IAB Level 4 Diploma in Financial Information for Management
- IAB Level 4 Diploma in Personal and Business Taxation

No practical experience is required for this level of membership.

A Member is entitled to use the designatory letters MIAB.

To apply for this grade of membership you must hold as a minimum one of the following IAB qualifications or equivalent qualifications from other awarding or professional bodies:

- IAB Level 3 Diploma in Accounting and Advanced Book-keeping
- IAB Level 3 Diploma in Computerised Accounting

No practical experience is required for this level of membership.

Those in practice are also required to apply for and hold an IAB Certificate of Compliance or an IAB Practising Certificate (dependent on their levels of experience).



IAB membership **grades** (cont.)

A Fellow is entitled to use both the designatory letters and the title of ‘Registered Book-keeper®’.

To apply for this grade of membership you must hold as a minimum the following IAB qualifications or equivalent qualifications from other awarding or professional bodies:

IAB Level 3 Diploma in Accounting and Advanced Book-keeping, plus IAB Level 3 Diploma in Computerised Accounting

and Two years appropriate practical book-keeping experience is required.
or IAB Level 3 Diploma in Accounting and Advanced Book-keeping and two years appropriate practical book-keeping experience, which must include at least 12 months experience of working with a commercial accounting software package (in lieu of the IAB Level 3 Diploma in Computerised Accounting).

Those in practice must apply for and hold either an IAB Certificate of Compliance or an IAB Practising Certificate (dependent on their levels of experience).

An IAB Financial Administrator is entitled to use both the designatory letters IABFinAdm and the title of ‘Registered Financial Administrator®’.

To apply for this grade of membership you must hold as a minimum the following IAB qualifications or equivalent qualifications from another awarding or professional body:

IAB Level 3 Diploma in Financial Administration

or each of the qualifications below and which are the individual components of the above:

- IAB Level 3 Diploma in Accounting and Advanced Book-keeping
- IAB Level 3 Diploma in Computerised Accounting

plus two of the following:

- IAB Level 3 Diploma in Payroll
- IAB Level 3 Diploma in Computerised Payroll
- IAB Level 3 Diploma in Cost and Management Accounting
- IAB Level 3 Diploma in Business Law

An IAB Financial Manager is entitled to use both the designatory letters IABFinMgr and the title of ‘Registered Financial Manager®’.

To apply for this grade of membership you must hold as a minimum the following IAB qualifications or equivalent qualifications from another awarding or professional body:

IAB Level 4 Diploma in Financial Management

or each of the qualifications below and which are the individual components of the above:

- IAB Level 4 Diploma in Accounting to International Standards
- IAB Level 4 Diploma in Personal and Business Taxation
- IAB Level 4 Diploma in Financial Information for Management

plus, one of the following:

- IAB Level 3 Diploma in Business Law
- IAB Level 3 Diploma in Payroll
- IAB Level 3 Diploma in Computerised Payroll

The IAB also offers designatory letters for holders of IAB level 3 Payroll qualifications or their equivalent.

Associates, Members and Fellows of the IAB who hold IAB level 3 Qualifications in Payroll (or equivalents) may also apply to add the designatory letters mpf or fpf (to those letters that they are already entitled to use) providing they have the necessary work experience.

mpf: To apply for these designatory letter you must hold one of the following IAB qualifications or equivalent and have one year of practical experience.

- IAB Level 3 Diploma in Payroll
- IAB Level 3 Diploma in Computerised Payroll

Fpf: To apply for these designatory letters you must hold both of the following IAB qualifications or equivalent and have two years practical experience.

- IAB Level 3 Diploma in Payroll

plus

- IAB Level 3 Diploma in Computerised Payroll



Teaching and **learning resources**

The IAB is working closely with a number of organisations in order to make available text books, study packs and online resources. The latest information on the range of resources available can be viewed at www.iab.org.uk.

Study textbooks

Written by key IAB examiners, study text books are available for IAB book-keeping and accounting qualifications.

Further information and an order form can be downloaded via www.iab.org.uk or on request.

Study text books for the IAB Level 3 Diploma in Small Business Financial Management - please contact Study House Ltd at www.study-house.co.uk

Study packs

Computerised book-keeping and all payroll qualifications - contact Holmes Training at www.holmestrainingservices.co.uk

Online Resources

Full, on-line resources for the following qualifications are available for IAB centres to use with their students:

- IAB Level 2 Certificate in Business Enterprise - contact The Small Business Company at www.tsbc.co.uk
- IAB Level 2 & 3 Certificates in Book-keeping - contact PQL at www.pql-uk.com
- IAB Level 3 Diploma in Small Business Financial Management



Becoming an **IAB Accredited Centre**

Training providers interested in becoming an IAB Accredited Centre are required to complete an IAB accreditation application form. This is available for download from the IAB website at www.iab.org.uk and must be completed to provide detailed information about the centre, the teaching staff, the support and facilities available to students, and the Quality Assurance policy and procedures. The application form will also detail the IAB qualifications the centre wishes to offer.

IAB Accredited Centres are required to pay an accreditation fee each year, and discounts are offered for longer accreditation periods.

Accredited centres have access to a secure section of the IAB website, containing past exam papers, sample assessment material, examination reports, and other useful resources for tutors.

The annual accreditation fee also includes a free delegate place at one of the IAB's annual one-day Tutors' Workshops. These provide an invaluable opportunity for tutors and other centre staff to be briefed about forthcoming developments in IAB qualifications, and to receive feedback from IAB examiners, moderators and administrative staff.



Career Progression **through IPP and IAB**

The Institute of Payroll Professionals (IPP) and IAB have recently agreed that students who pass IAB Level 3 payroll qualifications have a direct progression route to IPP's Diploma in Payroll Management qualification.

This means that candidates with either the level 3 Computerised Payroll, or the level 3 Manual Payroll qualifications can progress their career through IPP's qualification programme.

As a membership body for payroll professionals in the UK, our mission is to raise the standing of payroll in the UK through training, qualifications and continuing professional development (CPD). We are pleased to be working alongside IAB to encourage more people to enter into a career in payroll and develop their skills and understanding beyond those already developed through IAB's level 3 qualifications.

Our diploma qualification is the next logical step for candidates wishing to expand their knowledge and covers the contractual aspects of payroll administration, analysis of payroll systems and practises, plus the assessment of pay, benefits and deductions. The qualification also examines the principles and techniques of payroll management, interprets and applies the rules and regulations in payroll plus introduces the key factors of providing effective and efficient administration.

Those that do enrol for the Diploma in Payroll Management will also be entitled to student membership of IPP, providing you with the following membership benefits:

- Payroll Professional magazine - our membership magazine providing you with industry news and developments, as well as information on developments within IPP which are beneficial to you and the payroll industry
- News On Line - our weekly e-newsletter written by our Policy and Research team to provide you with updates on legislation and developments as they happen
- Advisory Service - technical support helpline open during office hours to provide you with support in your day job
- Payroll Fact Card - issued after the Budget each year providing you with up to date figures required on a daily basis
- Payroll Reference Manual - known by our members as the "payroll bible" this manual will provide you with all the information you need to do your day job
- National and Regional Meetings - held twice a year, giving you the opportunity to get face to face updates and network with industry peers
- Membership of relevant Specialist Interest Groups (SIGs) - an online networking forum for professionals working - in the same industry sector as you, enabling you to share common issues, concerns and experiences
- National Representation at over 60 government consultation forums via our Policy and Research team
- Plus much more...

For further information on IPP, please visit www.payrollprofession.org, email info@payrollprofession.org or call 0121 712 1000



Career Progression through **through IFA and IAB**

The Institute of Financial Accountants (IFA) are delighted to work with the International Association of Book Keepers (IAB), the IFA grants exemptions from all of it's technician level modules for holders of relevant IAB qualifications.

The Institute of Financial Accountants was established in 1916 and is one of the oldest professional bodies in the world representing accountants and financial managers. Together with its close collaborative partners, it represents nearly 30,000 members and students in more than 80 countries. IFA itself provides qualifications for those wishing to work in financial management and provides continuous professional development for qualified Financial Accountants.

The Institute sets it own technical and ethical standards. Recent independent studies show that in the UK, outside of the six major accountancy institutes, IFA has the best accountancy qualification.

Members of the IFA enjoy the following benefits:

- Access to ICAEW Library & Information service
- FA Simms Insolvency Helpline
- WK5.com Business Support Helpline
- Nelson Croom Online Learning
- The status conferred by the designatory letters (AFT, AFA, FFA)
- Use of the title 'Incorporated Financial Accountant' by Associates and Fellows
- The 'Financial Accountant' magazine assists members to keep up-to-date with legislation and developments within the accountancy profession.
- Networking Opportunities.
- Continuing Professional Development
- Tax Data Card (UK Only)
- Annual Pocket Diary
- Accounts prepared by IFA members are accepted by major banks and lending sources.
- Tax Relief on IFA Annual Subscription (UK only).
- Access to useful information on the IFA website membership area
- Opportunity to register for a practicing certificate, a listing on the IFA website and be monitored to meet the requirements of UK money laundering regulations 2007
- Weekly e-newsletter of news relevant to small businesses
- Technical advice covering Tax, VAT, PAYE, Payroll, Employment & Personnel, Health & Safety and Commercial Law

For further information on IFA, please visit www.ifa.org.uk, email mail@ifa.org.uk or call 01732 458080.

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