Assessment of Professional Competence
November 2017
Tasks
Metagog Institute (Pty) Ltd

November 2017

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Tasks Junior.consultant@millennialconsultsa.co.za

Task subject	Doc	Start date	Due date
(a) Review and comment on the draft goodwill workings as requested by Ingrid Jansen in her email.	1	22/11/2017	22/11/2017
(b) Respond to Ingrid Jansen's email by – • preparing the internal control checklist in the format requested; and • providing further advice to assist Metagog with managing the 'crisis of confidence'.	2	22/11/2017	22/11/2017
(c) Draft a response to Azania Njeke on behalf of Ingrid Jansen as requested in her email. Ensure that both the financial accounting and VAT implications relating to revenue and to the existing revenue-sharing arrangements with the respective partners are covered.	3	22/11/2017	22/11/2017
(d) Respond to Ingrid Jansen's email regarding the income tax implications for Metagog if it agrees to the restructuring of the loan terms as requested by Ron Langley.	4	22/11/2017	22/11/2017
(e) Prepare a work plan for the Audit Committee of Metagog for the next 12 months that reflects the information requested by Patsy Zieberman.	5	22/11/2017	22/11/2017
(f) Respond to Ingrid Jansen's email regarding the proposed Metagog employee incentive scheme.	6	22/11/2017	22/11/2017
(g) Respond to Ingrid Jansen's email regarding Metagog's acquisition of Vame by listing and explaining the five key issues for Metagog in unlocking value post acquisition of Vame.	7	22/11/2017	22/11/2017
(h) Respond to Ingrid Jansen's email regarding the online press article about Metagog.	8	22/11/2017	22/11/2017

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