

YOUR TRUSTED MOBILITY PARTNER IN AFRICA



TENANCY MANAGEMENT, IMMIGRATION, RELOCATION, REMOVALS AND RECORDS MANAGEMENT

AGS: African specialist

Africa is richly endowed with mineral resources and usually ranks first or second in the world in reserves of gold, diamonds, bauxite, cobalt, platinum and manganese among others. Mining operations are a significant portion of many African countries' economies and remain key to economic growth and development.

Many mining operations are expanding into areas where the infrastructure is under-developed, posing logistical challenges in ensuring the relocation of key personnel and the infrastructure for document management services. Everything must be organised in a short space of time whatever the distance and the destination.

The AGS Group has subsidiaries throughout Africa, managed by men and women who proactively pursue the standards expected. This makes it possible to guarantee superior quality and responsiveness despite the long distance and difficulties involved.

Daily operational presence in the field has made it possible for AGS staff to acquire an unrivalled knowledge of the needs expressed by multinational companies, as well as perfect control over the difficulties encountered by new expatriates.





Unique value of the AGS Group

As the market leader in Africa, AGS has a wealth of recognized expertise at its disposal with decades of operational experience in nearly every African country. This enables the company to approach any situation confident of providing a high quality and cost effective service.

THE UNIQUE SERVICE OFFERING OF THE AGS GROUP INCLUDES:

- ✓ Comprehensive knowledge of the African continent and specifics for each country
- ✓ Presence of highly competent local teams, trained to the highest international standards in terms of quality
- ✓ Experienced staff using specialized high quality materials as required
- ✓ Careful selection of people and logistics according to local conditions and the nature of each operation
- ✓ Experience in providing services for some of the biggest mining companies working in Africa

The AGS network will ensure high quality services and a simplified process for managing relocations, removals and archiving services for your African projects.

Relocation: Making Africa Home

Executive Relocations in Africa offers a single-source solution to take care of the entire relocation process for skilled personnel. Each relocation service package is customized to the needs and requirements of the overall corporate mobility plan and a thorough assessment of the transferee's needs and requirements in the new location.

The majority of expatriate technicians, engineers and executives are accustomed to a high standard of service. ERA offers comprehensive services to provide everything the transferee needs to settle in comfortably.

Immigration in Africa can be a complex process with extended timeframes, however the relocations team includes experts in the field who are dedicated to ensure a smoother relocation with rigorous follow up on the visa and work permit process.

EXECUTIVE RELOCATIONS IN AFRICA OFFERS:

- ✓ Comprehensive coverage of African locations
- ✓ Flexibility to cope with once off assignments or full scale relocation programs
- ✓ Robust process control and on-line tools enabling responsive and cost efficient services

RELOCATION SERVICES INCLUDE:

- ✓ Immigration permits & renewals
- ✓ Orientation tour
- ✓ Accommodation and school search
- ✓ Tenancy management
- ✓ On going support and 24/7 helpline
- ✓ Departure services



“ The team is young, dynamic and extremely professional. They really took the time to understand our specific needs, and to integrate the same into their advice and the house search. They were relentless in accommodating our various needs and committed to finding a housing option that would work. Executive Relocations made all the difference... they made our second move so much easier. ”
- Corporate customer in Morocco



Tenancy Management

Assignments on production sites are often temporary or short term. They may often involve only one person, whose family stays behind in the country of origin. Relocation for these employees must be fast, easy and complication-free to ensure the skilled employee can stay focused on their assignment.

A key component for a smooth relocation is the provision of suitable, serviced accommodation options with flexible time frames. Executive Relocations in Africa has recognised experience in the local conditions for the different countries and cities which enables us to offer appropriate and cost effective accommodation options. Our service can provide a comprehensive management of the full process from arrival to departure- whether that is 2 years or 1 month.

EXECUTIVE RELOCATIONS IN AFRICA OFFERS A ONE-STOP SHOP TENANCY MANAGEMENT SOLUTION WHICH INCLUDES:

- ✓ Sourcing appropriate short term or long term accommodation
- ✓ Acting as one point of contact for the transferee in managing the negotiations with property owner and all other stakeholders
- ✓ Managing all required property maintenance and repairs along with cleaning services as required
- ✓ Facilitating payment of deposits, rents and additional as required by the governing legislation for the location
- ✓ Full reporting on timelines, handover and costings in line with your corporate requirements





Removals:

Local expertise, world class services

AGS offers expert, personalised service to each transferee to prepare for each move thoroughly and stays by their side up to the day they move into their new home. AGS guarantees superior quality and responsiveness, despite the long distances and logistical challenges involved in an international move to or from African countries.

AGS takes complete charge of the household effects from the point of departure globally to the door of your new home in Africa. Safety is ensured during transport thanks to the design and development of specialized materials and techniques and the use of the most suitable and reliable means of transport.

Moreover the AGS teams have an exhaustive knowledge of local conditions and the political, social and cultural situation which enables them to effectively secure the goods as soon as they arrive on the continent.

REMOVAL SERVICES INCLUDE:

- ✓ Expert quality packing
- ✓ Customs clearance and forwarding
- ✓ Multi-modal transport
- ✓ Short and long term storage
- ✓ Online shipment tracking

“ I wanted to write you and thank you for a job well done. We were impressed that nothing was broken or damaged considering the time it sat in a warehouse, its travel on the boat and then days of driving on the roads of Africa! We are so thankful to have our belongings once again in the same shape we entrusted them to your care! ”

- Corporate customer in Zambia





Records management:

Archiving specialists

Archiv System knows the ins and outs of Corporate Record Management. We are capable of guiding and assisting you, from defining your requirements right through to the complete execution of the management of your records.

Since the key to our success is our ability to pay attention to our clients' needs, we customise our services to take into account all your constraints, be it technical, regulatory, operational or budgetary.

Whether it is storing your mining data, sales or financial documentation in compliance with the regulatory framework for your mining operation in various African countries or quick and easy access to archived documents, we offer a complete solution for your operations in Africa.

ARCHIVING SERVICES INCLUDE:

- ✓ Consultancy to design archiving programs and follow up auditing of archiving program
- ✓ Training and process control of archiving program
- ✓ Management of physical documents and physical back-up
- ✓ Electronic records management
- ✓ Sophisticated storage and retrieval processes

“ Archiv System has been providing us with service for over a year now, their quality, professionalism, turnaround time have all been exceptional. They have also trained and assisted staff in the whole process and we are in the process of transferring all our boxes from our current supplier to them. ”
- Corporate customer in South Africa



For any questions regarding the
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