



Global Expat Services AS

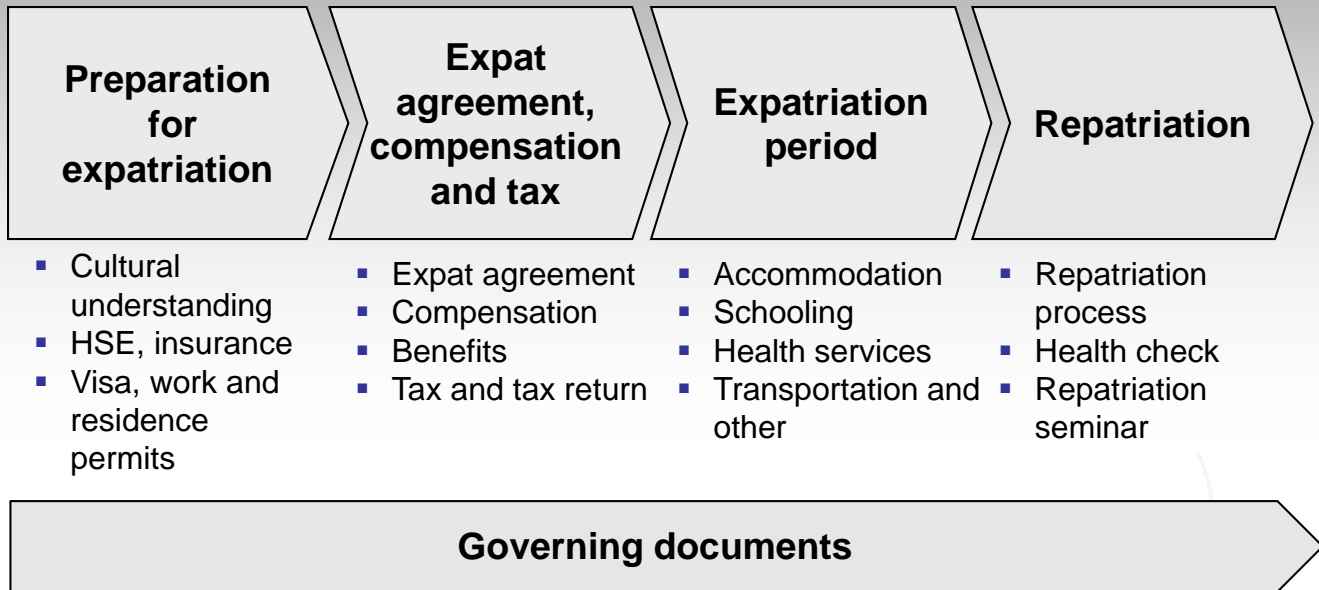
Your partner for a successful expatriation of personnel from Norway

Assigning people to working abroad is an important decision which requires good preparation. It is important that the individual and his or her accompanying family is well prepared for the assignment. Expatriation is normally an increased cost for the company, and it is important that everything is done to enable the employees to concentrate on doing an effective job from day one.

Global Expat Services can support your company in making the expatriation successful for the company, as well as for the expat and accompanying family.

The Expatriation Process

The most important elements in the expatriation process are shown in the chart below. Global Expat Services AS can advice and guide you, or handle all or parts of the elements in the expatriation process:



What can Global Expat Services do for you?

Global Expat Services can support the expatriation process as a discussion partner, consultant or outsourcing partner.

Discussion partner. We can act as a general advisor and discussion partner for companies/organizations and employees/families that will go abroad as expatriates.

Consultant. We may be hired as an integrated advisor or support to companies that prefer to handle the process in-house.

Outsourcing partner. We can assume responsibility for the complete or parts of the expatriation process, taking care of all necessary tasks and activities before, during and after the expatriation.



What can Global Expat Services do for you?

Preparation for expatriation

- Prepare the expatriate and accompanying family for life in a new country through provision of knowledge of local culture, customs and business environment ("culture seminar")
- Arrange for medical examination, required vaccination program
- Social security planning, establish insurance programs
- Ensure efficient process for visa issuance, work and residence permit

Expat agreement, compensation and tax

- Establish expat agreement according to expat policy
- Secure correct salary and benefits and ensure effective administration
- Assist expatriates in filling in tax return and secure correct handling of tax in Norway and at location

Expatriation period

- Preparation at location:*
- Local medical service
 - Determine accommodation standards/cost ranges, car/transportation agreements
 - Research local school quality and accessibility. Facilitate connection to Norwegian school system
 - Arrange for kindergarten
 - Introduction for new expats, practical arrangements w.r.t. bank, travel agencies, cleaning services etc.
 - Clarify security situation and establish relevant precautions

Repatriation

- Ensure an effective and well structured repatriation process for the expat and accompanying family members
- Repatriation seminars, health check upon return from the assignment
- Feed back surveys/interviews

Governing documents

Global Expat Services AS offer assistance in developing or updating policies and governing documents which are relevant for the expatriation process, including

- Expatriation policy – process, principles and guidelines
- Expatriation policy – compensation and benefits
- Local expatriate handbook – local regulations and practical procedures
- HSE guidelines and emergency preparedness



Who are we?

Global Expat Services AS was established in 2010 by Harald Knoph and Ørjan C. Aarthun. We have broad experience from several expat assignments for Norsk Hydro and Statoil. In addition we have been responsible for the assignment process, and have hands on experience from dealing with expat issues at location. GES clients include among others: Gassco, ALLSTOM Norway, Marathon Petroleum Company Norway, Aibel, Agulity Group, Lundin Norway, DONG, NTNU.



Harald is a former VP Finance, HR and Administration for various Norsk Hydro subsidiaries and has been expatriated to Canada, USA and Iran for a total of 10 years. His last position was with Statoil as Head of Finance in Statoil Iran.



Ørjan has been HR, HSE and Finance Manager with Statoil entities and has been expatriated to Iran for 5 years. His last position was Manager HR and Administration in Statoil Iran.

Global Expat Services AS has established a co-operation with PwC. Assistance to be rendered from PwC may include tax calculations (incl gross-up calculations), tax return preparation, payroll services, immigration services, social security and insurance planning, employment law etc. PwC is a network of firms in 158 countries with more than 180 000 employees in total.

For more information please see www.expatservices.no or contact us by phone or mail.

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