



## Our Process

Our goal is to provide you with accurate and timely statements of all of your financial transactions. In order to do this Numeric has developed a precise and effective process that incorporates the following fundamental elements:

- Each client is assigned an Accountant and a Bookkeeper, providing you with ongoing direct access to your financial information.
- All work is supervised and reviewed by a Chartered Accountant.
- Numeric works closely with clients and includes them in the review process to ensure accuracy.
- Documents can be held at either Numeric's office or the clients.
- Numeric staff works on a single client at-a-time basis to ensure the strict and precise separation of all client information.

If you are interested in joining our outstanding team, forward your resume and covering letter including desired position to: [hr@numericanswers.ca](mailto:hr@numericanswers.ca)

## Security

Numeric fully understands the imperative for maintaining complete confidentiality and security of your information and enforces strict security measures. In fact, many of Numeric clients find our security measures far superior to their own.

- No client data or e-mails are ever left on any desktop or laptop computers.
- All work is supervised and reviewed by a Chartered Accountant.
- All electronic data is stored in a server that is bolted to the floor in a locked, caged room secured by 24-hour alarm access.
- Numeric's office has several distinct security zones that prevent unauthorized personnel from gaining access to sensitive data.
- Each client has a separate, secure filing area for the temporary storage of their paper materials. All printed materials are boxed and returned to clients on an annual basis.
- All data is encrypted and backed-up nightly through a secure connection to an off-site, further-encrypted server.

Numeric Answers Limited is a young, dynamic and growing company which provides outsourced internal accounting services for small to mid-sized companies and high-net-worth families. Numeric, is part of [Globacor Capital Inc.](#), an innovative company dedicated to building top-tier businesses in the areas of real estate, health care, financial services, law and risk mitigation.