

COMPANY PRESENTATION

PROJECTOS GLOBAIS



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1. Motivation



Projectos Globais is a company with renowned experience, which aims to provide customized and integrated services according to the specific needs of each Client, give effective responses and sustain its activity on the best international practices.

With strong partnerships and a professional path that's characterised by the development of numerous projects, Projectos Globais incessantly seeks to achieve a level of knowledge and an ability that allows the company to maintain a level of excellence, becoming a strategic partner that seeks not only to achieve the objectives of the Institution it works with, but also boost their results.

It is Projectos Globais's trademark to provide different approaches for each Institution, according to their specificities and knowing that each one is unique in its objectives, needs, strengths and weaknesses.

When working with an Institution, one of Projectos Globais's premises is to take all its areas of expertise into account so that a solution can be found, based on the impact that each action can have on all the Institution's business areas.

In return, the Institutions need to respond to our requests in a timely and organized manner, in order to ensure that all processes are complied with and that all procedures and services provision are fully guaranteed. Projectos Globais provides all the necessary services and means to equip the Institution with maximum functionality and effectiveness, having the advantage of encompassing all services into a single entity. Thus, knowing the intent and the specificities of each Institution, every project is developed in a strenuous and synergistic way so that the overall success of the Institution can be achieved, and while it proactively identifies its needs and opportunities, guides its growth and analyses any future circumstantial changes that are in need of a preventive, corrective or intervening action.

Projectos Globais provides consulting, technical assistance, audit, monitoring and management services which are transversal to areas such as Business Administration, Marketing and Advertising, Strategy, Finance, Information and Communication Technologies (ICT), Civil Engineering and Architecture and Project Management. The provision of all these services is ensured by experienced

and trained professionals, who focus on achieving all the objectives according to the best international practices.

The company's rigour, effectiveness, adaptability, creativity, flexibility, along with the commitment to the objectives it set out to achieve, have proven to be undeniably advantageous for the development of all Projectos Globais' activities and have allowed the company to bring success to the Institutions it has worked with.

Projectos Globais is able to offer the best management practices, creating and redefining methods and adapting solutions to the institutional reality. The expertise of all business areas, vital for running any organization, allows us to properly analyse an Institution and its management structure with high productivity levels.

Projectos Globais believes that by combining all these factors, the necessary conditions to establish a lasting partnership, with clear and successful objectives for every upcoming project, are thus created.

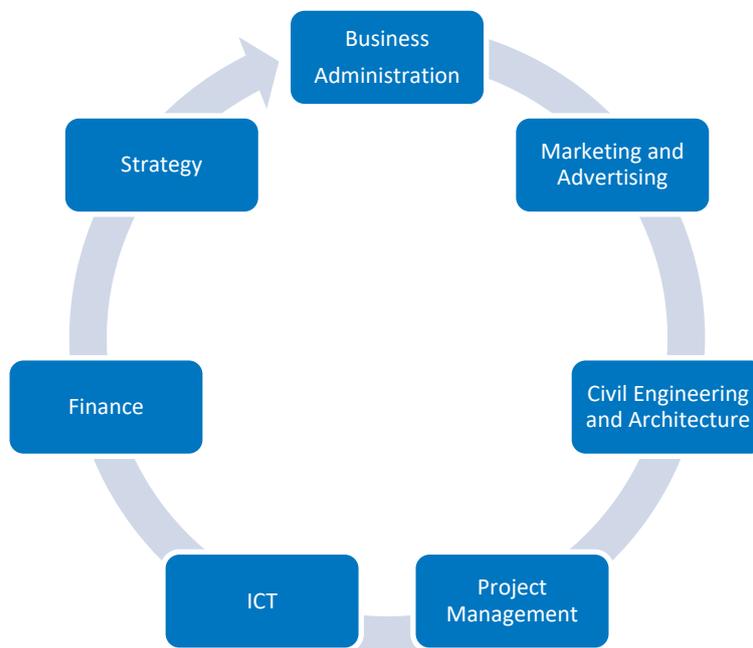


2. Methodological Approach

Knowing the structural needs of any Institution, Projectos Globais, under the scope of its areas of expertise, intends to carry out any project or work plan regarding any of the Institution's business areas, and is able to provide all services and carry them out in a self-sufficient way.

2.1. The Project

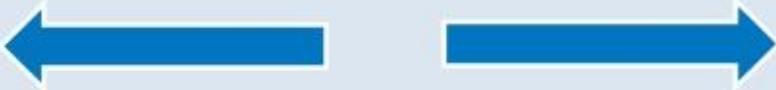
Projectos Globais is able to comply to all necessary tasks, whether they are Business Administration, Marketing and Advertising, Strategy, Finance, Information and Communication Technologies, Civil Engineering and Architecture or Project Management projects, according to their specific needs, and allowing its services to, thus, become Consulting, Technical Assistance, Monitoring, Project Development or Auditing Services.



When facing a new challenge, a new project may come along that encompasses one of the business areas previously described in any form or with any type of service (illustrated above). A project regarding any of these areas can imply several activities or just one. The project's specific needs will

define its implementation and which business area will involve. Moreover, consulting services may be provided punctually or continuously under the technical assistance scope.

Areas of expertise	Service delivery modalities				
	Consultancy	Technical Assistance	Monitoring	Production	Auditing
Business Administration					
Marketing and Advertising					
Strategy					
Finance					
ITC					
Civil Engineering and Architecture					
Project Management					



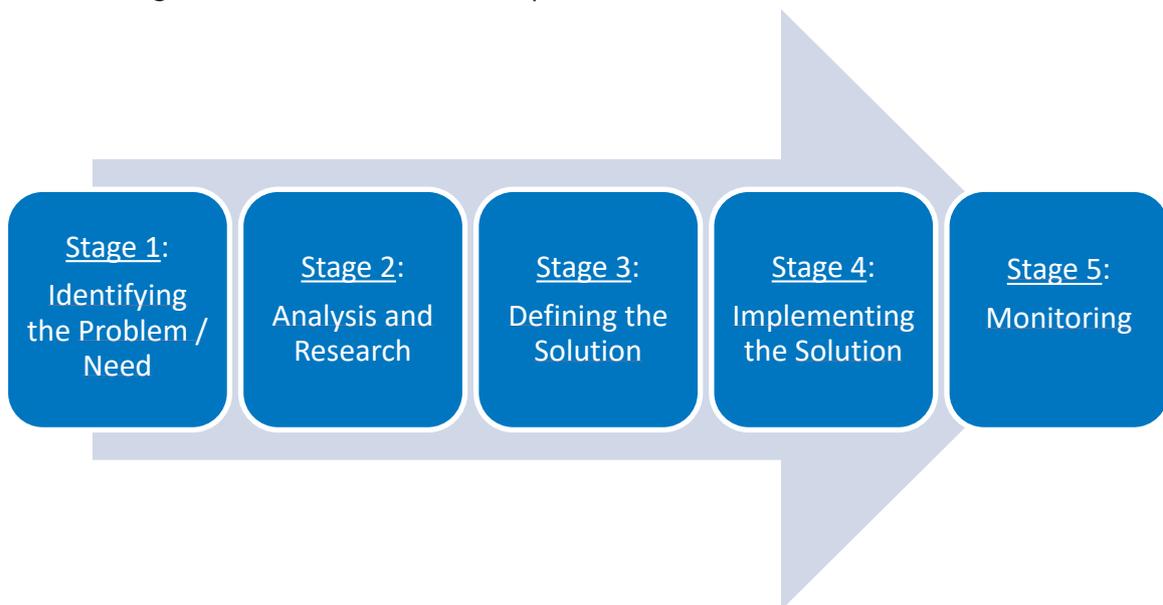
For instance, consultancy is provided under the Business Administration area scope, and all employees receive proper training in order to perform each of the designated tasks. However, after conducting an audit, flaws or omissions are still to be found. In this case, an intervention in the respective business area may be necessary to successfully complete the task.

In fact, by including several business areas with different types of services, Projectos Globais is able to implement and develop projects with tremendous flexibility, without losing efficiency and preserving all the necessary institutional conditionings.

2.2. The Method

Any project that Projectos Globais develops always starts with a survey and an in-depth knowledge of the need or problem at hand. After this initial stage, a detailed and rigorous analysis of the subject, the context and the Institution itself is made. Afterwards, all aspects are taken into account so that efficient and integrated solutions can be provided to solve the need or problem. The project stage regarding the definition of a solution includes foreseeing the impact that future actions may have, as well as outlining the main goals and objectives. It is only after these steps are completed that the project can move towards its implementation stage. To ensure the success of the intervention after its implementation it is our standard procedure to monitor its performance and confirm its correct application.

The following chart shows how the method proceeds:



3. Services Provision – Methods

Different types of services provision and the methods adaptable to each one of them are described as follows:

3.1. Consultancy



Services Provision may be supplied as consultancy services, in which an analysis is made and solutions for all the needs, regarding each business area and its specific issues, are presented. Along with the best international practices, these features help create a document that identifies and examines specific problems regarding the policy, the organization, the procedures and methods of an Institution, clarifying which are the necessary measures for each task and which are the required metrics of control. The goal here is to appropriately recommend a certain conduct and provide the necessary assistance for its implementation, in order to bring innovation and create new perspectives.

These consultancy services also include professional training so that the existing Human Resources can work at the maximum of their technical and operative capacities, which are vital to continue the strategic plan that's been defined.

By virtue of the experience Projectos Globais has acquired, the provision of consultancy services is wide-ranging, which endows the company an ability to handle most issues regarding not only the specific development of the Institution's activity, but also the resolution of internal issues. Undeniable advantages are guaranteed for projects with this specificity, given that each issue will always have a solution that will be outlined according to prior and thorough studies of the best practices, and given that the Institution, with all its branches and business areas, is envisaged as a whole. Thus, an interactive process between Projectos Globais and the Institution is developed, in which Projectos Globais takes on the responsibility to assist and support the Institution's managers and professionals when making certain decisions.

3.2. Technical Assistance



Technical assistance presupposes the provision of several services that may help with the implementation and development of projects regarding the areas of expertise previously described. This technical assistance can be provided by phone or personally, and each need or problem will be identified and analysed so that adequate corrections and solutions can be found.

Any contingencies that may eventually occur throughout the project's development and that may concern, for instance, the implementation of different processes or carrying out certain activities, among other examples, will be dealt with in due time so that a timely and optimized solution that can ensure complete adequacy and total satisfaction can also be found.

The aim is to provide a much more technical follow-up, *i.e.* to assist the Institution with a specific complementary services provision not only during the project's preparation, but also throughout the proposal evaluation, execution and interpretation stages, given that these are matters that require further clarification.

3.3. Monitoring



Monitoring consists in verifying, with periodic inspections, how the strategic plan is working and what's its status, among other relevant issues, according to the business area and the type of activities at hand.

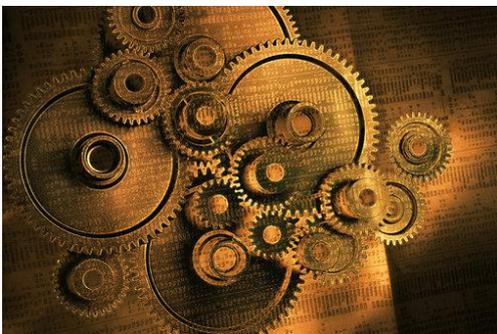
This activity allows the identification and prediction of future contingencies or obstacles when developing the Institution's activities, thus allowing all appropriate corrections and adjustments to be made.

With this service, Projectos Globais monitors and controls all the necessary actions according to standard procedures, control protocols and the plans established for its development. It also verifies the accuracy of all documents and its legal applicable devices, and supervises all work in progress, in order to verify if every project is properly executed, to monitor its timelines and to see

if every project is carried out according to its exact order and the available means. These and other necessary elements are incredibly important to monitor the proper fulfilment of what has been previously defined.

This monitoring normally includes a report that compares the objective and its execution, which were established in a chronogram.

3.4. Development



The development team focuses on achieving all the objectives regarding not only the Institution's strategic plan, but also each particular project or goal that the Institution has and seeks to achieve.

All the activities regarding the project's development comprise several procedures, techniques and guidelines which are associated with the specificity of each project. The importance of its definition and the accuracy of its technical terms and concepts are also important.

By coordinating all areas of expertise it is possible to determine what's the best way to manage the Institution's course of action for each project, and ensures that each one is developed with rigour.

3.5. Auditing



Auditing consists in a punctual due diligence, *i.e.*, a thorough investigation of one of the business areas previously described, in order to present a framework for the Institution at a certain time, according to the Institution's rules and all the applicable standard procedures.

The auditing main goal here is to gather information, study and evaluate all the Institution's transactions, procedures, operations, routines and statements, which can either be made internally or externally.

Firstly, Projectos Globais strives to implement procedures that aim to preserve the integrity, the adequacy and the effectiveness of internal controls, as well as the entity's physical, accounting,

financial and operative information, according to the rules and standard procedures of all the areas of expertise previously mentioned.

As far as an external audit is concerned, the goal is implement a set of inquiries to issue a specific opinion or report on the project's suitability and on the activities concerning previous procedures and outcomes.

Auditing services, thus, aim to ensure that the Institution's activity is revised. It also aims to make contributions to obtain valid information on the Institution's (and respective business areas) current status and point out the existence of any errors so that the proper rectification can be made.

4. Areas of Expertise

Projectos Globais specializes in each of the areas of expertise presented below.

4.1. Business Administration



The Business Administration area includes the following services:

- Conducting and presenting the best development prospects and the Institution's evolution regarding:
 - ✓ Services provision, which are designed to support all the Institution's branches, and to improve its operative performance;
 - ✓ The identification and implementation of structural procedures that may produce effective performance improvements;
 - ✓ The analysis, control and application of the best organizational practices and of the different types of innovation which are applicable to the whole institutional structure;
 - ✓ The establishment of excellent relations with all of those who come into contact with the Institution, in order to ensure a good institutional image and projection;
 - ✓ The improvement of social relations, anticipating behaviours and preventing possible stressful situations, and encouraging a collaborative environment;

- ✓ The improvement of the decision-making process and how to properly administrate the Institution;
 - ✓ The identification of possible problems and their source;
 - ✓ The evaluation of the institutional conduct code and its importance and relevance.
-
- Structuring one of the Institution's files:
 - ✓ Organise all the Institution's documents and applying the best organizational practices.
-
- Analysing institutional procedures by:
 - ✓ Implementing new procedures and solutions that provide institutional advantages and other positive impacts;
 - ✓ Analysing, defining, implementing and optimizing adequate administrative and financial processes for the Institution's activity;
 - ✓ Establishing administrative rules for areas of expertise such as Human Resources, Accounting, Treasury, and Logistics, which are directly and indirectly related with the current needs of the Institution;
 - ✓ Developing an administrative manual of procedures, where the duties of each area of expertise or department, the methods and processing techniques and a summary of the administrative procedures and other aspects are explained in detail;
 - ✓ Evaluating information systems by analysing the Institution's procedures, which aim to identify future contingencies that may have a negative impact on its productivity and which may imply higher costs that can be avoidable;
 - ✓ Focusing on the Institution's performance, in order to ensure risk mitigation planning and continuously improve the performance's internal control procedures.
-
- Human Resources Management:
 - ✓ Developing and evaluating a functional organization chart;
 - ✓ Staff duty analysis;
 - ✓ Restructuring internal procedures;
 - ✓ Staff productivity control;

- ✓ Coordinating and structuring teamwork and team interactions;
 - ✓ Human Resources professional training programs, in order to develop several administrative tasks;
 - ✓ Improve the effectiveness of Human Resources' recruiting procedures;
 - ✓ Optimizing evaluation methods, remuneration and career follow-up devices;
 - ✓ Implementing professional training reforms in order to continuously improve the Human Resources department;
 - ✓ The capacity to propose a synergy between the Institution's professional training, its skill management and its strategy;
 - ✓ Developing the individual and teams' professional resourcefulness;
 - ✓ Developing an organizational manual of procedures that defines a set of rules that controls the Institution's personal relationships, and defines the duties, tasks, responsibilities, authorities, communication and institutional relations.
- Implementing a workflow:
 - ✓ Implementing procedural models and elaborating a representation of the project's sequence and its development;
 - ✓ Workflows projections to achieve the intended objectives;
 - ✓ Presenting solutions that allow a consistent systematization of all work processes or workflows and of the information regarding the Institution, in order to make it as clear and as simple as possible for its participants;
 - ✓ Automating of several institutional processes;
 - ✓ Adjusting, automating, integrating and optimizing all the Institution's inherent processes.

4.2. Marketing and Advertising



The Marketing and Advertising area includes the following services:

- Developing a marketing and advertising plan:
 - ✓ Defining a marketing strategy;
 - ✓ Developing an analysis that evaluates the Institution's internal and external environments and defining, along with the Institution, its objectives, goals and communication strategies;
 - ✓ Selecting means of communication to promote the Institution's image and its message;
 - ✓ Permanent monitoring and adaptation of the best and most advanced marketing practices.

- Normalization and standardization of the Institution's corporate image and of its associates:
 - ✓ Designing the Institution's graphic products;
 - ✓ Updating all of the Institution's templates and its content.

- E-communication:
 - ✓ Creating an institutional website;
 - ✓ Include all relevant units in the institutional website in order to guarantee a comprehensive and effective communication;

- ✓ Studying and constantly updating the proper applications for each project stage and for each of the designated projects, in order to present institutional websites with great practical use that allow an intuitive and easy access to the available services;
- ✓ Receiving and managing suggestions, complaints and other remaining interventions from the general public audience;
- ✓ Creating and managing a restricted area, accessible only to the members of the Institution.

4.3. Strategy



The Strategy area includes the following services:

- Strategic plan:
 - ✓ Determining policies and strategic programs in order to achieve all institutional objectives and establish goals that allow them to be achieved;
 - ✓ Evaluating the Institution's or the project's main guideline policies.

- Responsibility assignment matrix:
 - ✓ Planning and assigning duties within the Institution's business areas;
 - ✓ Determining the commitment of each participant towards their duties and the Institution's business areas or towards the development of specific activities and projects;
 - ✓ Thorough description of all tasks and activities;
 - ✓ Assigning specific tasks for each employee;
 - ✓ Defining responsibilities for each activity;
 - ✓ Monitoring the evolution of the responsibility matrix, adapting and updating it when necessary.

- Conceptual plan:
 - ✓ Elaborating and developing institutional presentations for different projects and activities;
 - ✓ Elaborating all the necessary preliminary studies for the development of any upcoming project, which may be carried out with documents such as memorandums, benchmarking, personal guest visits, and others elements.

- Executive plan:
 - ✓ Establishing action plans which clearly define the intended objectives and goals;
 - ✓ Analysing future impacts;
 - ✓ Evaluating how every activity is executed;
 - ✓ Elaborating an executive report regarding the Institution's needs and demands.

- Thematic survey and Case Studies:
 - ✓ Elaborating documents that present an analysis and a research on a specific subject, allowing the knowledge and conclusions drawn to be used in identical or future projects;
 - ✓ Developing studies that may objectify the investigation of a specific project, business area or activity;
 - ✓ Elaborating studies, surveys and benchmarking in order to acquire a comprehensive knowledge about a specific subject upon which the Institution will develop a project;
 - ✓ Clipping – which corresponds to the available public information of a specific subject.

4.4. Finance



The Financial area includes the following services:

- **Budget management control with different funding sources:**
 - ✓ Individual analysis of each activity, in order to implement a financial chronogram where future investments will be defined;
 - ✓ Determining the necessary budget allocation for every activity;
 - ✓ Verifying all funding sources available for each activity;
 - ✓ Developing periodic reports in order to present the provisional financial status in a detailed and summarized way.

- **Monitoring the budget's financial execution:**
 - ✓ Controlling the project's financial status;
 - ✓ Comparing prices with the ones included in the previous budget to analyse possible deviations;
 - ✓ Calculating the efficiency percentage of each task;
 - ✓ Explaining deviations;
 - ✓ Recommending corrective measures for all the verified delays.

- Developing action plans which contain the project's execution status:
 - ✓ Creating a report with the detailed implementation of all the budget's allocation activities;
 - ✓ Monthly and annual reports with an analysis, a description and a justification of the settled budget.

- Elaborating financial reports of different periodicities: monthly, quarterly, semi-annual, annual or multiannual:
 - ✓ Developing reports according to the board's specific needs or as a way to report all activities to its superiors.

- Budget management control and analysis of all the Institution's accounts:
 - ✓ Analysing all accounting records;
 - ✓ Launching an integrated digital platform;
 - ✓ Bank reconciliations;
 - ✓ Cheque control;
 - ✓ Issuing an account report of each financial year.

- Developing studies and reviews:
 - ✓ Economic and financial viability studies;
 - ✓ Investment project evaluation;
 - ✓ Financial advices on specific projects and cases;
 - ✓ Financial audit;
 - ✓ Business plan.

4.5. Information Technologies and Communication



The Information Technologies and Communication area includes the following services:

- Implementing a Digital Archiving System:
 - ✓ Adapting, developing and implementing a digital archiving system for each Institution, in order to ensure the physical integrity of all its documents, but also to ensure the safety and inviolability of the information contained therein;
 - ✓ Ensuring the longevity and avoiding data loss regarding important documents and information by elements such as humidity, dust, adverse conditions or unforeseen circumstances;
 - ✓ Protecting institutional documents, and preventing them from being manipulated by people without the authority to do so;
 - ✓ Allowing research, prints and copies to be elaborated within an access protection system frame;
 - ✓ Allowing all the information and documentation to be classified, scanned and filed;
 - ✓ Making all information access and ownership difficult, and ensuring the complete confidentiality and inviolability of the entire file;
 - ✓ Enabling the management, visualization and execution of research information, using adequate proper applications that will maximise and fasten the decision-making processes, provide a total control of the documentation and a higher productivity, which is associated with higher work speed and efficiency;
 - ✓ Applying the most advanced technological systems to scan and research information, and also to preserve the document's overall safety and inviolability;

- ✓ Providing specialised professionals to ensure high excellence and quality services throughout the entire process implementation, development, update and maintenance, as well as a personalized and continuous supervision of the Institution's needs.
- Representing companies specialized in anti-malware programs (malicious software):
 - ✓ Introducing anti-malware mechanisms that effectively prevent the Institution's network and computer systems to be hacked, and also fight viruses, spyware and other threats;
 - ✓ Implementing the best anti-malware programs, such as antiviruses, anti-spyware, firewalls and adware, as well as other appropriate security measures for this purpose.
- Web engineering:
 - ✓ Researching, gathering and presenting solutions for any web based project, especially for websites, blogs and communication centres related to the Institution;
 - ✓ Designing and implementing the Institution's website, which is possible due to previous and rigorous studies on the Institution's image, objectives and all elements regarding its activities;
 - ✓ Website maintenance, assuring compliance with all the rules regarding the existence of institutional websites;
 - ✓ Receiving and managing all suggestions, complaints and overall feedback from website users;
 - ✓ Standardization of all the Institution's websites, according to the scope of its business areas and in order to ensure the portrayal of a reliable institutional image and a consistent structural organization;
 - ✓ Permanent website update, not only according to the information provided by the Institution, but also with a proactive attitude which identifies the areas and elements that may lack an update and that may need possible adaptations.
- Electronic System to ensure a secure communication process and information security:
 - ✓ Introducing mechanisms that fully protect all computer files and electronic communications;

- ✓ Implementing mechanisms to classify information, in order to determine data confidentiality levels which are associated with other means that guarantee that the information's confidentiality, authenticity and integrity is respected;
 - ✓ Mechanisms to scan information and that will ensure data transmission is carried out with much more safety;
 - ✓ Mechanisms that safeguard the effectiveness of the company's safety devices;
 - ✓ Introducing cryptography mechanisms (which consist in studying the principles and techniques by which the information can be transformed from its original form to another, completely unreadable, so that it can only be known by its recipient – who will be the only person with a private key access in order to hamper the information to be known to those who are not the rightful recipient), which will present an encryption system that will be essential for institutional systems and their needs to guarantee data reliability;
 - ✓ Introducing a digital signature mechanism, which is also a cryptographic method that consubstantiates an authenticating digital information system to make sure that the Institution's communication, which is ensured by all its employees, is authentic;
 - ✓ Introducing, implementing and updating the PGP (Pretty Good Privacy) system program that uses cryptography to protect the user's electronic mail and file privacy. This system can also be used against digital signature forging in order to ensure the authentication and integrity of the received content. MILS, a computer program that includes data encryption systems, different solutions for several organizations, information coding equipment, and many other services will also be available.
- Electric communication solutions:
 - ✓ Introducing a communication system, adaptable to the Institution's needs, which includes excellent conditions to setup a good Internet connection in all its computers, and as well as in telephones, mobile phones and similar equipment. All of these are, henceforth, certified with communication confidentiality and the need to ensure the Institution's ongoing communication;
 - ✓ Implementing a system that allows the access, from anywhere in the world and with tools such as the Internet and online secure networks, to encrypted systems that ensure that all information is inviolable;
 - ✓ Sending and receiving confidential information, digitally signed, with maximum security and easy to use;

- ✓ Fleet tracking via satellite, with territory mapping services and the possibility to control your car with a remote control device;
 - ✓ Implementing a telecommunication system that will allow to connect the Institution to all Internet, landline and mobile telephones all over the country;
 - ✓ Networking: projection of computer networks, designed for the Institution's specific needs.
- Media Consultancy:
 - ✓ Elaborating studies to present each Institution with the most high-tech multimedia and to help develop and implement all sorts of IT solutions, indispensable to their activities;
 - ✓ Constantly updating new IT solutions, identifying the ones which can be useful to the Institution, and ensuring their full implementation, as well as professional training for its proper application;
 - ✓ Developing institutional multimedia presentations as a way to promote a strong, technological and up to date institutional image;
 - ✓ Hardware: implementing new equipment and new IT solutions that facilitate the Institution's activities and provide technical assistance, ensuring a qualitative component selection and an extremely rigorous quality control to enable a high quality hardware;
 - ✓ Software: implementing and producing an institutional management software and project customization, according to the needs of each Institution.

4.6. Civil Engineering and Architecture



The Civil Engineering and Architecture area includes the following services:

- Developing architectural projects:
 - ✓ Establishing architectural projects from scratch.

- Developing special projects:
 - ✓ Developing special projects regarding:
 - Architecture;
 - Infrastructures;
 - Exterior arrangements;
 - Accessibility plans;
 - Stability;
 - Electric power distribution;
 - Water supply;
 - Wastewater drainage system;
 - Storm water drainage system;
 - Acoustic conditioning;

- Thermal performance;
 - Gas installation;
 - Ventilation and air conditioning;
 - ITED;
 - Electrical steel sheet;
 - Ventilation systems for fumes;
 - Topographic surveys;
 - Safety fire sheet;
 - Health and safety plan.
-
- Construction Supervision:
 - ✓ Making the connection between the Client and the builder possible;
 - ✓ Ensuring construction quality according to the construction's plans;
 - ✓ Harmonisation of all the activities and architectural specifications, according to the legislation and the law in force.
-
- Interior Decoration:
 - ✓ Conducting 2D and 3D works, while combining the best international practices with the uniqueness of each scenery. Selecting and collecting samples, supplying material and applying it;
 - ✓ Establishing partnerships that will help supply raw materials, furniture, decoration and garden materials.

4.7. Project management



Project management implies a continuous line of work, according to the best Project Management Institute's (PMI) practices:

- ✓ Initiation;
- ✓ Planning;
- ✓ Implementation;
- ✓ Monitoring and control;
- ✓ Finalising.

From all the chosen tools, the following steps were identified:

- ✓ Project planning;
- ✓ Extra value analysis;
- ✓ Risk management project;
- ✓ Chronogram;
- ✓ Process improvement.

5. Objectives and Intended Outcomes



Throughout this chapter, the objectives and intended outcomes of each business area will be presented.

Business Administration Area

It is essential to have an effective administrative system, so that the productivity of an Institution can be optimized. This system depends on the best solutions, which were sought according to the specific characteristics and needs of each Institution. It is also preponderant that the Institution's functional structure is studied, thought through, implemented and ensured, making its productivity and profitability render undeniable gains, while guaranteeing its rightful projection and managing to be consistent with its main objectives.

As far as an operational intervention is concerned, Projectos Globais provides several services regarding the Business Administration area, combining a proactivity conduct (which concerns the presentation and implementation of new services and processes that will optimize the Institution's activities) with a recurring analysis on contingencies that may produce negative impacts on the Institution's productivity and imply an avoidable cost increase.

This business area should function with a complete interoperability with all the other areas of expertise, in order to guarantee a viable synchronization between all the Institution's branches.

Marketing and Advertising Area

The Marketing and Advertising area allows the implementation of the Institution's effective means of communication with all the interested parties, whether internal or external, while encompassing all aspects related to the Institution's projection and subsequent image definition, which are of extreme importance because these elements are a reflection of the organization itself.

Strategy Area

When developing an activity for an Institution there is a need to define master guidelines, often within a multi-year time span. Defining these guidelines will allow the different needs from each of the business areas to be implemented with a common goal, which is to achieve the outlined objectives.

This strategic action must interconnect all areas of expertise, in order to achieve the outlined objectives, particularly with the implementation of projects and different activities.

Financial Area

The financial area intends to ensure the proper financial deliverables presentation and execution, which are essential not only to properly run the Institution, but also to provide the necessary accounting services to all the third parties that the Institution has an obligation with.

The financial area has as its main objective the effective control of all treasury, accounting, budget planning, allocation and execution elements.

Projectos Globais will be able to conduct several financial and economic viability studies about the capacity that each project has to generate profit, while analysing why a project is chosen over another.

These economic and financial viability studies, the analysis on investment projects and occasional case studies may become isolated and specific inquiries, in order to define the best option regarding the financial resources available. These studies will also help the Institution's project recruiting and management, as well as adjusting possible strategies for future projects and how they may run.

Information and Communication Technologies Area (ICT)

The IT services provided by Projectos Globais ensures that all the institutional activity is structured according to the latest IT innovations, with all the advantages associated therewith. Given that Projectos Globais is a company highly specialized in services provision and IT product placement it constantly keeps up with the upcoming technological inventions, which will allow the company to identify the innovations that can bring effective benefits and facilities.

The services provided by this business area also include trained professionals, specialised in Hardware, Software, Networking, Internet Access, Hosting and Domain Register.

Civil Engineering and Architecture Area

Architectural projects and specificities, interior design, construction supervision and project management – all these and other services focus on a single objective: to ensure that each project runs smoothly, and with the accuracy that the best international practices demand.

Solution integration ensures a harmonious coexistence between the ones that already exist and new ones, as well as a compatibility certificate between the architectural, construction and other technical area's solutions.

Project Management Area

The analysis of all the Institution's needs and specificities, as well as the perfectly adequate compliance with the outlined institutional objectives, corresponds to an effective project management.

Conducting research, establishing methodologies, structuring the necessary support tools, professional preparation and training – these are some of the projects that the Project Management area encompasses, which are in full compliance with all regulations, legal procedures, legal obligations and other legal requirements.

6. Deadlines and Project Teams

The services provided by Projectos Globais are continuously being adjustable to the Institution's needs, not only due to the activities that will be undertaken, but due to the deadlines and team recruitment necessary to develop an upcoming project.

As deadlines go, and by virtue of the importance and priority that each project has and the type of activity implied, Projectos Globais analyses the Institution's intended objectives and its structural and global conditions in order to determine a viable work plan.

Throughout the work plan, deadlines are rigorously defined ensuring, thus, not only the necessary flexibility for each activity, but also that all the responsibilities, in case of default, will be determined. This demonstrates how the work plan can be an inductive factor regarding its performance, and how it allows all objectives and deadlines to be clarified.

Defining project teams also depends on the type of project or service at hand, which is why it is important to take all the Institution's specificities and characteristics into account, allowing an adequate Human Resources structure to be determined in order to optimize future activities.

By delimiting the competence of each participant, concerning the future project or activity, and according to the hierarchical work structure, Projectos Globais seeks to develop teams that will have the best professionals for each of the concerning business areas.

Alongside project team building, Projectos Globais ensures that, even with a high proximity level regarding the Institution's information, classified information access is given to a limited number of employees who, by virtue of their relationship with the Institution, are contractually and personally bound to secrecy and discretion. This course of action is the only one that the Institution effectively relies on and it is the only one that makes its reality transparent to others. Trust is vital for the company's assertiveness and adequacy, and for the effectiveness of the solutions presented for all the necessary matters.

7. Renowned Experience

Due to the deeply consolidated and lasting presence of Projectos Globais in the Republic of Angola, as well as for the development and participation in several projects and the direct and exclusive support to all public and private entities' activities, Projectos Globais currently meets all the necessary requirements to provide consultancy, technical assistance, supervision, development and auditing services, regarding any of the Institution's vital business areas.