



Quito, 1 de Abril del 2011

INFORME DE GERENCIA

SEÑORES
SOCIOS DE LA EMPRESA
SAKOTO CONSTRUCCIONES Y SERVICIOS
ELECTROMECHANICOS CIA LTDA
Presente.-

De mi consideración

En calidad de Gerente General y Representante Legal de la empresa SAKOTO CONSTRUCCIONES Y SERVICIOS ELECTROMECHANICOS CIA LTDA con numero de Ruc 1791728416001 y con expediente # 89742, me dirijo a ustedes con en fin de informarles sobre el Ejercicio Económico Correspondiente al año 2010.

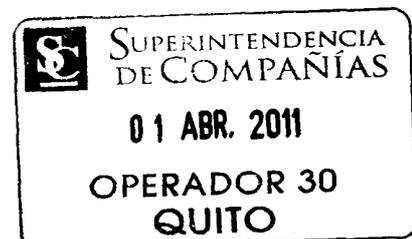
Entrego a ustedes señores socios una copia del balance correspondiente al año 2010 para que puedan verificar el movimiento económico, en el mismo podrán ver que se a obtenido una utilidad del ejercicio del 6660.12 (Seis Mil Seiscientos sesenta con 12/100 Dólares Americanos)

Pongo a vuestra disposición la aprobación del balance correspondiente al periodo contable 2010.

Aprovecho la oportunidad para agradecer a todo el personal que colaboro con nuestra empresa y hago votos para que el año 2011 mejoremos económicamente.

Atentamente,

Ing. Jorge Soto
GERENTE GENERAL
C.I. 0701070534



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Q u i t o - E c u a d o r

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for the company's financial health and for providing transparency to stakeholders. The text notes that without proper record-keeping, it would be difficult to track expenses and revenues, which could lead to significant errors in financial reporting.

2. The second part of the document outlines the specific procedures for recording transactions. It details the steps involved in entering data into the accounting system, from identifying the source of the transaction to verifying the accuracy of the entries. The document stresses the need for consistency and attention to detail throughout this process.

3. The third part of the document addresses the role of the accounting department in ensuring the integrity of the records. It describes the various checks and balances in place to prevent fraud and errors, including regular audits and the use of internal controls. The text also highlights the importance of training staff to follow these procedures correctly.

4. The fourth part of the document discusses the impact of accurate record-keeping on the company's overall performance. It explains how reliable financial data allows management to make informed decisions, identify trends, and optimize operations. The document concludes by stating that maintaining high standards of record-keeping is essential for the long-term success of the organization.

Approved by: _____
Date: _____