

Brexit Audit Guide

Who should do the Audit?

Any business that imports and / or exports physical products or holds stock in the United Kingdom should do the audit and begin preparing for Brexit as soon as possible.

Businesses in the local Tourist Trade are unlikely to be heavily impacted, except on competitive pricing due to the Common Travel Area agreements.

Why should an audit be done?

The audit will allow you to understand the relationship and dependencies your business has on UK markets, products and services. Knowing what these are will be essential to managing the impact of Brexit on your business processes, products lines, costs, profitability, taxes and legal liabilities.

What to do when the Audit is complete

The audit will provide you with information that is essential for positioning your business to minimise the impact of Brexit. The information generated will be essential for discussions with:

- Your Accountant
- Your Legal representatives
- Your suppliers
- Your UK customers
- Agents you may use to manage trading with the UK
- Your transporters
- Your equipment and technology suppliers
- Administrative and business support bodies

Each of these will have to be contacted to discuss UK trading relationships and if it is possible to continue, terminate or re-negotiate them.

Knowing where physical stock is held is critical. Modern logistics allow stock to be held outside the market they will be sold in. If your Irish “based” suppliers are sending stock, held in UK warehouses, into Ireland when you order then they will be costlier as they are likely have duties and taxes added to the price of the product.

Basic Questions

A UK business is any business based or operating in England, Wales, Scotland, Northern Ireland, Isle of Man and the Channel Islands.

For most businesses the key question is whether the relationship you have with UK businesses requires the movement of physical products between the UK and Ireland. The issue of services and online trade remains very unclear but will change.

The list of basic Questions on the following page will help you to quantify and define the support and changes you may need to make before and after Brexit.

	Basic Questions
Basic	Is your business registered in Ireland?
Basic	Do you have UK based subsidiaries?
Basic	Do you import from the United Kingdom?
Basic	What percentage of your business sales are from Imports from the UK?
Basic	Do you export to the United Kingdom?
Basic	What percentage of your business sales are the UK?
Basic	Do you have stock in UK warehouses?
Basic	Do your products transit through the UK on their way to another EU or global market?
Basic	Do you have UK support or maintenance contracts?
Basic	Is your web site registered and hosted in Ireland?
Basic	Do you sell online to UK businesses or consumers?
Basic	Is your ecommerce platform off the shelf or developed for your business?
Basic	Have you budgeted for the cost of changing systems and processes?
Basic	Have you made provisions for cash reserves to pay added UK trade costs post Brexit?
Basic	Have you a list of the supports and advice groups available on Brexit?
Basic	Do you hold Business funds in the UK?
Process	Is your accountant aware of Brexit and informing you of changes that may occur?
Process	Is your legal representative aware of Brexit and legal changes it may require?
Process	Is your bank aware of Brexit and advising you on changes that may be needed?
Process	Is your transporter advising you and preparing for Brexit changes?
Process	Will your transporter's software be Brexit ready on time?
Process	Can / Will your business management software be upgraded before Brexit?
Process	Can / Will your ecommerce software be upgraded in time for Brexit?
Process	Can / Should support and maintenance contracts be renegotiated before Brexit?
Process	Do your IRISH suppliers transport stock into Ireland from the UK for your orders?
Preparation	Have you planned to attend any Brexit preparation meetings/courses / briefings
Preparation	Have you plans to brief and train your staff on Brexit and managing process changes?
Preparation	Have you access to all current contracts related to your UK business activities?
Preparation	Have you examined the termination terms and notice times for your UK contracts?
Preparation	Have you examined changes that are needed to trading terms and conditions?
Preparation	Have you examined how your contracts may need to change because of Brexit?
Preparation	Have you arranged regular meetings with your accountant and legal representative?
Preparation	Have you arranged regular meetings with your transporter (s) pre Brexit?
Preparation	Have you examined alternative Irish / EU / International market opportunities?
Preparation	Have you plans to find alternative suppliers / outlets in Ireland or the EU?
Preparation	Have you examined if your transport will have additional non UK lane capacity?
Preparation	Have you plans for relocating UK based stock to an EU country before Brexit?
Preparation	Have you examined the competitive price tipping point for UK products you use / sell?
Preparation	Have you examined if your products will be competitive in the UK after Brexit?
Preparation	Have you a pricing strategy to manage for changes?
Preparation	Have you examined how your marketing and sales collateral might change?
Preparation	Have you examined the insurance issues related to Brexit with your Insurer?
Preparation	Have you decided if / when you will temporarily stop taking orders from UK customers?
Preparation	Have you decided if / when you will temporarily stop making orders with UK suppliers?