



**GRILLO  
CORREA**  
CONSULTORÍAS S.A.S.

# **GRILLO CORREA CONSULTORÍAS S.A.S**

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# ABOUT US

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## **Our Company:**

The company was created in 2014 to provide COMPREHENSIVE CONSULTANCIES in customs law, transportation, and insurance to all those parties involved in foreign trade operations, such as conveyors, importers, exporters, freight brokers, customs officers, insurers, etc., combining the legal and operational perspective.

## **Company Mission:**

We are a firm made up of specialized lawyers in companies consulting that are dedicated in developing foreign trade operations, analyzing and suggesting adjustments to the processes of the logistics chain, to shield their commercial operations and their legal effects.

## **Company Vision:**

In 2022 we will be recognized, locally and internationally, as the main strategic ally of companies that carry out foreign trade operations, by its service platform, its quality, and the suitability of its consultants.

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## Quality Policy

**GRILLO CORREA CONSULTORÍAS S.A.S.** is committed in providing comprehensive quality services, complying with the agreed offer to satisfy the client's needs and expectations; continuously improving processes, human talent competencies and adequate management of resources to achieve the organization's solidity and sustainability.

### Values:

- ❖ Honesty
- ❖ Ethics
- ❖ Efficiency
- ❖ Responsibility
- ❖ Respect
- ❖ Confidentiality

### Service Pillars:

- ❖ Legal Conception
- ❖ Working Knowledge
- ❖ Innovation
- ❖ Conciliation
- ❖ Conflict Resolution

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# OUR JOB TEAM AND FACILITIES

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The professional profile of the founder and legal representative, Dr. Adriana Grillo Correa, is the academic accreditation as a licensed lawyer from “la Universidad Libre de Colombia”, a specialist in logistics and national and international trade at Jorge Tadeo Lozano University. She has served as president of the committee of multimodal transport operators (MTO) at the “Colombian Federation of Logistics Agents in International Trade – FITAC”. Besides, as vice president of customs and foreign trade, as a member of the board of directors and as president of the academic commission of the Colombian Institute of Tax and Customs Law (ICDT). She is currently a member of the board of directors of the Transport Bar Association and also a member of the technical cargo committee of The Latin American Association of Marine Underwriters – ALSUM.

She has twenty-three (23) years of experience in customs, insurance, and transport law, co-author of the book "Comentarios a la regulación aduanera" (Comments on customs regulations), peer reviewer, panelist, lecturer, and professor.

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We count on the support of lawyers located in the major cities in the country, which allows us to efficiently serve our clients. They are correspondent dependents in the cities of Cali, Cartagena, Buenaventura, Barranquilla, Medellin, and Santa Marta, who are in charge of all the procedures that arise in these cities.



Besides, our team is complemented by trained assistants, who are permanently in charge of communication between clients and our firm to respond to their concerns and needs.

We have our own facilities equipped with the latest computer and communication technology, located at calle 127 A No. 7 -19 Office 212 B Telephone 8 05 12 79 in the city of Bogotá, Colombia.

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# OUR SERVICES AND PRODUCTS

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# **WE BECOME IN ALTERNATIVE PROVIDERS OF LEGAL SERVICES**

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We are a legal consulting company largely supported by technological and digital tools. This enables us to offer agile and articulated solutions for our clients' needs. Thus, we invite you to check out these two models:

### **1. ALTERNATIVE SOURCING CAPABILITIES FOR YOUR ORGANIZATION LIKE THIS:**

- ❖ We have internal teams that consist of legal assistants. They carry out simple tasks such as powers of attorney, notarial procedures, preparation of responses to requirements, pre-judicial portfolio collections, incorporation of a company, etc.
- ❖ We also develop tasks that involve greater complexity such as structuring legal processes, judicial or extrajudicial representation, issuing opinions, etc.
- ❖ We are your choice for specific projects that require the accompaniment of lawyers for a given season.
- ❖ When our firm is in charge of these tasks this results in a cost reduction of its legal departments.
- ❖ Our team carries out its tasks virtually "work from home" or our facilities.
- ❖ Fees are negotiated in advance. Then, you will know how much the counseling cost will be.

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## **2. VIRTUAL CONSULTING.**

- ❖ Under this modality, you can schedule a virtual appointment to discuss legal issues that require guidance or immediate solution through simple addressing.
- ❖ This meeting is penciled through our website 24 hours notice. The consultation time is 50 minutes.
- ❖ If the issuance of a written concept or additional paperwork is required, it is handled under the alternative legal service structure, which results in lower costs than traditional legal advice.
- ❖ All services are hired, scheduled, and paid through our website.

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# **SERVICES FOR FOREIGN TRADE OPERATORS**

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## **CUSTOMS LEGAL AREA, TRANSPORTATION AND INSURANCE:**

We have structured different types of consultancies as follows

- ❖ Permanent nature
- ❖ Specific
- ❖ Written or face-to-face consultations
- ❖ Insurance programs audits
- ❖ Audits of legal processes according to the type of company for compliance with DIAN and MINISTRY OF TRANSPORT provisions
- ❖ Prepaid consultancy through the virtual platform

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## **Our permanent consultancy comprehensively attends the following:**

### **❖ LEGAL CONSULTANCY:**

Attention and permanent legal accompaniment involving the response of queries, documents preparation and procedures.

### **❖ CONTRACTUAL AND EXTRA-CONTRACTUAL CIVIL LIABILITY CLAIMS:**

Preliminary and judicial attention to claims related to cargo affectation or damage to third parties or subrogations from insurance companies.

### **❖ TECHNICAL CONFERENCES ABOUT FOREIGN TRADE REGULATION AND LEGISLATION**

### **❖ DELIVERY AND SOCIALIZATION OF A LEGAL CHECKLIST:**

In the development of our work we have evidenced the needs from the legal and operational point of view of our clients, for this, we created a checklist that contains legal procedures and it is preventively implemented

### **❖ EXHAUSTION OF ADMINISTRATIVE HEADQUARTERS:**

Responses development to all kinds of requirements and/or administrative acts issued by DIAN and MINISTRY OF TRANSPORT.

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**In specific consultancy, the topics of greatest consultation and where we have enough experience are:**

- ❖ Apprehension processes and confiscation.
- ❖ Companies dynamics before National Cargo Registry NCR and Efficient Cost Information System for Automotive Freight Transportation ECIS-AFT.
- ❖ Claims for accidents before authorities and insurers.
- ❖ For conveyors, freight brokers, multimodal transport operators we carry out audits, adjustments and consultations regarding **LEGAL NATURE REPORTS** BEFORE THE REGULATORY ENTITIES, LEGAL STRUCTURE OF THE **OPERATIONAL DOCUMENTS**, **CONTRACTS** STRUCTURING WITH SUPPLIERS AND CLIENTS TO PROTECT THE OPERATION, **COMMERCIAL** DOCUMENTS STRUCTURE, **INSURANCE** PROGRAMS AUDITING .

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# **SERVICES FOR THE INSURANCE SECTOR**

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Our services for the insurance sector (reinsurers, insurers, insurance brokers, and insurance intermediaries), all from the foreign trade perspective aims to **TRANSPORT POLICIES - LOGISTICS AND LEGAL PROVISIONS:**

**SUBSCRIPTION AREA:**

In the subscription and commercial area we offer:

- ❖ Legal review in the subscription of a business but with an operational perspective.
- ❖ The implementation of aggregated values from the legal perspective to the clients of transport policies.
- ❖ Consultations through the virtual platform or by telephone in the operational area or the event of a loss.
- ❖ Audit of legal processes to accomplish the requirements before DIAN and MINISTRY of TRANSPORT and assurance policy.
- ❖ Preparation of insurance underwriting manuals of legal provisions before DIAN.
- ❖ Audit of the insurance programs to adjust them to the clients' logistics needs.
- ❖ Underwriting workshops for intermediaries and subscribers in transport and legal provisions.

**LEGAL AREA:**

- ❖ Legal accompaniment to clients in the event of a loss to establish the chain of responsible parties and distribute the losses.
- ❖ Legal accompaniment in adjustment processes to make adequate indemnities in the legal right
- ❖ Recovery for claims in the areas of transport area, general insurance, and automobiles, either directly to third parties, or through the application of the agreements signed between companies

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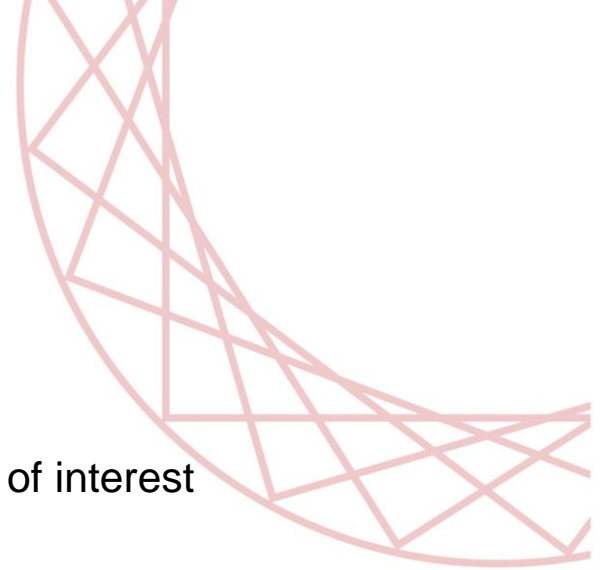
# TRAINING

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We have specialized in specific topics during our track record, so we offer a range of training of interest to foreign trade actors and insurers for their subscribers, salesforce, or clients, as follows:

- ❖ Transit regime (Customs Transit Documents (CTD), cabotage, lengthening of the journey, transshipment).
- ❖ multimodal transport operators – MTO.
- ❖ International Cargo Agency – ICA.
- ❖ Responsibility in the logistics chain of each of the actors comprising it.
- ❖ National Cargo Registry NCR and Efficient Cost Information System for Automotive Freight Transportation ECIS-AFT.
- ❖ Policies of legal provisions before DIAN.
- ❖ Deficiencies in the adjustments that balk the exercising of recovery and pre and judicial instances of a recovery.

Training is certified if it is necessary.

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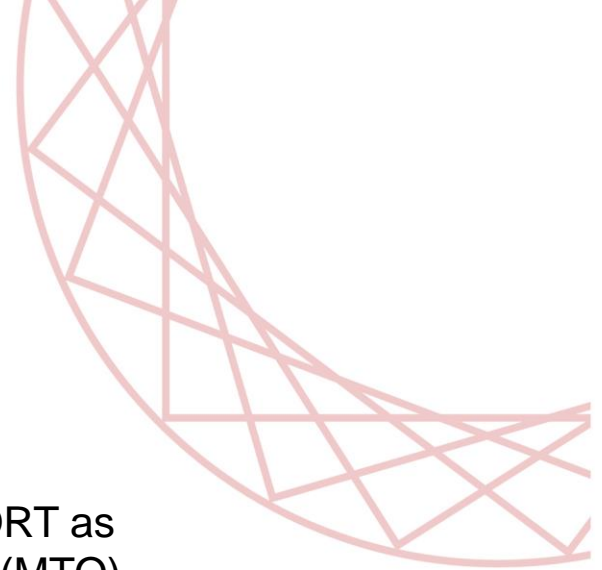
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# OTHER SERVICES

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## **LEGAL EMPOWERMENT, REGISTRATIONS, AND AUTHORIZATIONS**

We carry out the aforementioned procedures before DIAN and the MINISTRY OF TRANSPORT as applicable to be able to operate as freight brokers, conveyor, multimodal transport operators (MTO), storage, the authorized economic operator (AEO), customs officers, etc., our accompaniment is effective and agile

## **MATTERS OF LAW WITH ALLIED FIRMS**

To improve integrality; the organization's fundamental axis, we are allies of law firms with whom we handled the following topics:

- ❖ Tax Law
- ❖ Exchange Law
- ❖ Commercial Law
- ❖ Criminal Law
- ❖ Labour Law

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# OUR MAIN CUSTOMERS

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**TRANSBORDER**

**simarítima**  
Servicios Integrales Marítimos S.A.S.

Transporte Logístico  
**INTERNACIONAL S.A.S.**  
Agentes de carga



 **a. hartrodt**  
TRANSPORT IS OUR BUSINESS

**exxe**  
LOGISTICA



**Portes de Colombia**  
Logística

**LTTL**  
LOGISTICA TOTAL

**GSA**  
GLOBAL SHIPPING AGENCIES S.A.S.  
International Shipping Agents

**TAGA**  
LOGISTICS SAS

**blu**  
LOGISTICS

**Expeditors**

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