



CN & CO

CELINE NAIR & COMPANY
ADVOCATES



Company Profile

ADVOCATES, NOTARIES AND COMMISSIONERS FOR OATHS LEGAL, ICT/TELECOMS, REGULATORY & FINANCE

TABLE OF CONTENTS

1	About the firm	1
2	About Celine Nair and Company	1
3	Our Focus and approach	2
4	Our Services	2
5	Our Practice	3
6	Our team	4
7	Contact us	5



CN & CO

CELINE NAIR & COMPANY

ADVOCATES

ABOUT THE FIRM

Celine Nair and Company was founded by Ms. Celine Nair, a legal practitioner of more than 22 years at the Zambian Bar and boasts of vast experience in the Finance and Banking sector. Ms. Nair is currently on sabbatical leave from the firm. She was later joined by Ms. Mbile Muwindwa Wina, a legal practitioner with over 24 years post admission to the Zambian Bar.

Currently two other well established names in the legal and corporate industries, namely, Ms. Susan Mulikita with over 25 years post admission to the Zambian Bar and Ms. Harriet Kapekele-Katongo with over 15 years post admission to the Zambian Bar are external consultants with the firm. Ms. Mulikita brings on board her rich telecommunications and ICT industry experience while Ms. Katongo brings her manufacturing and extractive metal industry experience to the table both as Consultants. Since inception, the firm has and continues to establish a strong client base and is growing in step with the aspirations of its partners and a thriving Zambian economy.

ABOUT CELINE NAIR AND COMPANY

Celine Nair and Company is a medium-size law firm with significant national capacity through a network of associates, giving us sizable influence in key sectors in Zambia.

The firm is poised to provide legal services to both individual and corporate clients and has expertise in the following areas of Law, Regulation, Stakeholder Management, Corporate Services and Governance. We also offer a full range of corporate and commercial legal services, including but not limited to, consulting service, dispute resolution, litigation, arbitration, employment, finance, company restructuring, real estate, tax, trusts and estates.

Other services include:

- Board, Senior Management and other Training including moderating workshops and conferences
- Running Board Meetings and minute taking
- Business development and review
- Structuring and development of organizations

The firm's client base includes local, national and international companies across a broad range of sectors, ranging from emerging business to multi-nationals, as well as public sector organizations.

As a new generation law firm, we are taking a leading role through the creation of a multi-disciplinary law firm that addresses the needs of their clients following a holistic approach and provides a full package of services to meet their personal and business requirements.



OUR FOCUS AND APPROACH

As a corporate and commercial law firm, we focus strongly on the needs of our clients and their respective businesses. Our client base requires a rapid response appropriate advice and innovative legal solutions based on a full understanding of their individual needs. The practice is built on the reputation of its senior partners and of exceptional service delivery coupled with appropriate and outstanding skills and expertise. We believe in following a holistic approach to ensure that our clients receive best advice at all times.

Our firm is geared for efficiency and accessibility through the range of services we offer and how we interact with our clients. Through our effective network of associates, we can respond swiftly to address the needs of our clients locally and abroad. In search of excellence for the benefit of our clients, we continually seek to find a balance between appropriate legal services and cost-efficiency. We have a keen understanding of global economic and market trends and combined with our commitment to excellence, we are able to cut straight to the chase in any matter.

OUR SERVICES

CORPORATE LAW:

Company Secretarial work starting from Company formation, filing of annual returns, preparation and registration of Securities, handling of Board and Board Committee Meetings including Minute Taking, drafting Contracts among others.

CONVEYANCING:

Assignments, Transfer of Properties, Leases, Creation of Debentures, Mortgages and Guarantees. These services are undertaken on behalf of Financial Institutions, Banks and individual Clients.

EMPLOYMENT LAW:

Organizational restructuring, Drafting legal opinions, Contracts of Employment, Disciplinary Codes, Code of Ethics and Conduct, review of compliance with local laws and litigation. The firm is also conversant with and will provide support and opinions in relation to company restructuring and workforce related change management matters.

LEGAL DRAFTING:

Debentures, Mortgages, Commercial Agreements, Service Agreements, Trusts,



LITIGATION:

Settlement of disputes before Courts of Law in Civil Litigation, Commercial Litigation, Family Law, Labour and Industrial Litigation. Also, settlement of disputes under Mediation and Arbitration. These services include debt collection, foreclosures, enforcement of debentures, receivership and general commercial disputes.

MANAGEMENT CONSULTANCY

We assist clients with all commercial and corporate aspects of their business. Our consultants assist clients with a wide variety of commercial transactions. Our services are not limited to the draft and settlement of a composite range of commercial contracts but also include advising on finance, tax and other implications of commercial businesses, conducting due diligence investigations, advising on the implications of commercial transactions.

We are further involved in several private equity transactions dealing local and international individuals. Our consultancy also assists high net individuals make informed decisions on investments and personal fund management. Powers of Attorney, Tenancy and Lease Agreements, Contracts of Sale among others.

MERGERS, ACQUISITIONS AND COMPETITION LAW:

We provide guidance to clients on local and regional regulatory requirements for any proposed merger or acquisition of businesses.

We undertake Competition Law training to senior management as well as other highly exposed employees in companies to increase awareness and enhance the understanding of Zambian Competition Law requirements. We also undertake mock dawn raids and competition law review of the business processes to pro-actively anticipate and deal with any potential competition law infringements.

ADVISORY SERVICES:

Research and rendering of opinions on a broad range of matters including Immigration, Banking Law, Company Law, Commercial Law, general Competition, Employment and Labor Relations Law, Land Law, Tax Law, Intellectual Property Law, Mining Law, ICT/Telecommunications Law, Stakeholder Relations Management and the Law of Tort.

OUR PRACTICE

The firm's legal fees are charged in accordance with Statutory Instrument No. 97 of 2016 and Statutory Instruments No. 6 and No. 7 of 2017. Please note that in case of litigation we do request for a deposit to cover Court Fees and administrative costs.

Security perfection is charged at between 0.5% and 5% of the value of the property (negotiable).

While the firm has the services of specialized internal legal expertise, the company will on a need basis work with external consultants as may be expected to meet client needs.



OUR TEAM

Celine Nair and Company is a medium-size corporate law firm with One Managing Partner and several Consultants covering all areas of service provision and three other staff members.

As a law firm, we use our best endeavors to be progressive, friendly and relationship driven. This way, we make every effort to build open and honest relationship with each other and our client base. We encourage our staff members to be individuals and we use every opportunity to unlock and develop the potential of our staff members for the benefit of the firm and our client base.



**Borniface Ngalasa, LLB (UNZA),
(AHCZ, ASCZ)**

Borniface Graduated from the University of Zambia with a bachelor of Laws Degree. Went on to graduate from the Zambia Institute of Advanced Legal Education (ZIALE) where he obtained a Practicing Certificate as an advocates of the High Court of Zambia.

Borniface is an advocate of the High Court of Zambia and of the Superior Courts in Zambia.

Borniface volunteered at FAWEZA and SAFE Club where he held various positions including District Chairperson.

He is a trained legal researcher at the same law firm who also interned at the Ministry of Lands in the Legal Department. He has since worked with three General Practising Private Law Firms in positions of Associate, Senior Associate and Partner respectively.

Borniface is a fully registered and active member of the Law Association of Zambia and a member of the Various LAZ Committees.

He is currently serving as our Managing Partner.



**Celine M. Nair
CONSULTANT**

Ms. Nair - has held various high level legal, Company Secretarial and other senior management roles including having served as Legal Counsel and Company Secretary at Ernst & Young, Lusaka Stock Exchange and as Head of Legal and Compliance/Company Secretary at Standard Chartered Bank Zambia Plc. Ms. Nair currently serves at the Ministry of Justice as the Principal Legal Officer - International Law & Agreements.

She is also an active member of the Institute of Directors and is a trained trainer in Corporate Governance.





Harriet Kapekele-Katongo
CONSULTANT

Harriet holds an Executive Master of Laws degree from Kings College London and a Bachelor of Laws degree from the University of Zambia. She was successfully admitted to the Zambian Bar in 2005.

Harriet started her career as an Advocate with Corpus Legal Practitioners rising to the position of Head of the Banking Finance department. She gained extensive training and experience in banking and financial transactions, contract drafting, legal advisory including labor law consultancy.

Harriet subsequently worked for two multinational businesses being PricewaterhouseCoopers and Lafarge Zambia Plc where she held similar roles of General Counsel. Having spent 10 years as General Counsel, Company Secretary and a member of the Executive Committee, at Lafarge Zambia Plc, Harriet gained both local and international exposure in legal matters that affect a listed multinational, including, but not limited to, competition law, corporate governance, mining law, labour law, and commercial law.



Susan Mulikita
CONSULTANT

Susan obtained her undergraduate degree in Law (LLB) from the University of Zambia and a Master of Laws ICT degree from Buckinghamshire New University, UK. She has been practicing law for over twenty five (25) years.

Susan has held various roles in the public and private sector including State Advocate in the Attorney General's office and in the ICT sector having worked for ZICTA as Director Economic Regulation, Markets, Competition and Licensing, at Airtel Zambia as Legal and Regulatory Director. Susan was the first female to be appointed at the helm of one of the most successful ICT company in Zambia, Liquid Telecom Zambia as Chief Executive Officer.

CONTACT US

Celine Nair and Company
House Number 15
Medlands Road
Rhodespark
P.O. BOX 50842
LUSAKA

Telephone number:	+260 211 252204
Cell phone numbers:	0979743476/0956 885776
E-mail addresses:	admin@celinenair.co.zm muwindwaw@gmail.com





CN & CO

CELINE NAIR & COMPANY

ADVOCATES



0211-252-204 | +260-956-885776



admin@celinenair.co.zm



Plot No 15, Medlands Road, P.O Box
50842, Rhodespark Lusaka