

2.24B

The Insolvency Act 1986

Joint Administrators' progress report

Name of Company Synco Limited - In Administration	Company number 03096287
In the High Court of Justice, Chancery Division Companies Court (full name of court)	Court case number 5310 of 2007

(a) Insert full name(s) and address(es) of administrator(s)

I/ We (a) Asher Miller and Paul Appleton of David Rubin & Partners, Pearl Assurance House, 319 Ballards Lane, London N12 8LY and Lee Manning and Neville Kahn of Deloitte & Touche LLP, Athene Place, 66 Shoe Lane, London EC4A 3BQ

Joint administrator(s) of the above company attach a progress report for the period

(b) Insert date

From (b) 24 July 2007	To (b) 23 July 2008
---------------------------------	-------------------------------

Signed


 Joint / Administrator(s)

Dated

12 August 2008

Contact Details:

You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form.

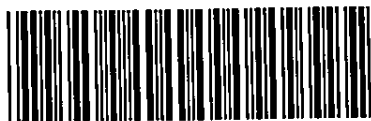
Asher Miller A.C.A.
 David Rubin & Partners
 Pearl Assurance House
 319 Ballards Lane
 London
 N12 8LY

The contact information that you give will be visible to searchers of the

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THURSDAY



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 COMPANIES HOUSE

When you have completed and signed this form, please send it to the Registrar of Companies at-
 Companies House, Crown Way, Cardiff CF14 3UZ DX 33050 Cardiff

**SYNCRO LIMITED
(IN ADMINISTRATION)
("the Company")**

Court No. 5310 of 2007

**SIX MONTHLY PROGRESS REPORT TO CREDITORS
PURSUANT TO RULE 2.47 OF THE INSOLVENCY RULES 1986**

11 August 2008

This report has been prepared for the sole purpose of advising the Creditors. The report is private and confidential and may not be relied upon, referred to, reproduced or quoted from, in whole or in part, by Creditors for any purpose other than advising them, or by any other person for any purpose whatsoever.

Asher Miller, Paul Appleton, Lee Manning and Neville Kahn were appointed as Joint Administrators of the Company on 24 July 2007. They are licensed to act as insolvency practitioners by the Institute of Chartered Accountants in England and Wales and contract as agents of the Company without personal liability.

**Asher Miller and Paul Appleton
David Rubin & Partners
Pearl Assurance House
319 Ballards Lane
London
N12 8LY**

**Lee Manning and Neville Kahn
Deloitte & Touche LLP
66 Shoe Lane
Athene Place
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EC4A 3BQ**

CONTENTS		Page
1.	INTRODUCTION	1
2.	THE ADMINISTRATORS' PROPOSALS	2
3.	JOINT ADMINISTRATORS' RECEIPTS AND PAYMENTS ACCOUNT	5
4.	DISTRIBUTIONS TO CREDITORS	10
5.	OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS	11
6.	JOINT ADMINISTRATORS FEES AND EXPENSES	12

APPENDICES

- 1. Statutory information**
- 2. Joint Administrators' receipts and payments account as at 23 July 2008**
- 3. Joint Administrators' time costs**
- 4. A Creditors' guide to Administrator's fees**

1. INTRODUCTION

1.1 Introduction

This report has been prepared in accordance with Rule 2.47 of The Rules to provide creditors with an update on the progress of the Administration of the Company since our previous reports to creditors of 17 September 2007 and 22 February 2008.

Given the information previously provided in our reports to creditors, we have not included detailed background information in respect of the Company and have focussed on progress of the administration since our 6 monthly progress report to creditors dated 22 February 2008

The creditors' meeting held on 1 October 2007 considered and agreed on the Administrators' proposals. These are referred to in section 2.1 below

A schedule of statutory information in respect of the Company is attached at Appendix 1.

1.2 Details of the appointment of the administrators

Asher Miller and Paul Appleton of David Rubin & Partners, Pearl Assurance House, 319 Ballards Lane, London N12 8LY and Neville Kahn and Lee Manning of Deloitte & Touche LLP, 66 Shoe Lane, Athene Place, London EC4A 3BQ were appointed Joint Administrators of the Company by the registered fixed and floating charge holder on 24 July 2007.

For the purposes of Paragraph 100(2) of Schedule B1 of the Act, the Administrators confirm that they are authorised to carry out all functions, duties and powers by either of them jointly and severally.

2. THE ADMINISTRATORS' PROPOSALS

2.1 Introduction

As previously reported to creditors, the Administrators concluded that the first prescribed objective under paragraph 3(1)(a) of Schedule B1 of the Act namely "rescuing the Company (the legal entity) as a going concern" is not achievable in respect of the Company in administration

Consequently the Administrators have performed their functions in relation to the Company with the objective set out in paragraph 3(1)(b) of Schedule B1 of the Act which is "to achieve a better result for the Company's creditors as a whole than would be likely if the Company were wound up".

The Administrators' proposals in order to achieve this objective, which were approved by the creditors of the Company at the meeting of creditors held on 1 October 2007 are as follows:

- 1) the Joint Administrators continue to manage the affairs and assets of the Company including the collection of monies from ongoing WIP realisations and debts due to the Company and the settlement of all administration expenses,
- 2) the Joint Administrators be authorised to compromise any debtor balances where applicable,
- 3) the Joint Administrators continue with their enquiries into the conduct of the Directors of the Company and continue to assist any regulatory authorities with their investigation into the affairs of the Company;
- 4) the Joint Administrators be authorised to agree the claims of the secured, preferential and unsecured creditors of the Company (where applicable);
- 5) the Joint Administrators be authorised to distribute funds to the secured and preferential creditors (where applicable), as and when claims are agreed;
- 6) the Joint Administrators' fees and expenses be fixed by reference to the time properly given by them and their staff in the performance of their functions and duties. The Joint Administrators will also be seeking the approval of the secured creditor in relation to their fees and expenses in accordance with rule 2.106(5A),
- 7) the Joint Administrators be discharged from liability in respect of any action of theirs as Joint Administrators on vacation of office (whether because they vacate office by reason of resignation, death or otherwise, because they are removed from office or because their appointment ceases to have effect), in accordance with schedule B1 paragraphs 98 and 99 of the Act;

- 8) the Joint Administrators be authorised to seek an extension to their term of office if deemed necessary by them; firstly by consent from the secured creditors (and the requisite majority of preferential creditors if the Joint Administrators think that there will be a distribution to them) under paragraph 76(2)(b) of schedule B1 to the Act for a six month period and if a further extension is required, by an application to court under paragraph 76(2)(a) of schedule B1 to the Act,
- 9) when it is considered that no further distributions to creditors will be made and that the Joint Administrators have concluded their duties, the Joint Administrators be authorised to take the necessary steps to move the Company from administration to dissolution, pursuant to paragraph 84 of schedule B1 to the Act,
- 10) if the Joint Administrators think that a distribution will be made to unsecured creditors of the Company, that they be authorised to take the necessary steps to move the Company into creditors' voluntary liquidation pursuant to paragraph 83 of schedule B1 to the Act. If this route is deemed appropriate, the Joint Administrators will seek the appointment of Asher Miller and Paul Appleton of David Rubin & Partners and Neville Kahn and Lee Manning of Deloitte & Touche LLP as joint liquidators of Syncro Limited. In accordance with paragraph 83(7) of schedule B1 to the Act and rule 2.117(3) of the Rules, creditors may nominate a different person as proposed liquidator, provided that the nomination is made after the receipt of the proposals and before the proposals are approved,
- 11) if the Joint Administrators deem it appropriate, that they be authorised to make an application to court pursuant to paragraph 79 of schedule B1 to the Act to end the administration and petition the court for the winding up of the Company. If appropriate, the Joint Administrators will apply to be appointed as joint liquidators pursuant to section 140(1) of the Act

2.2 Progress on and achievement of the approved proposals

We have summarised below the progress and current status in respect of each of the approved proposals:

Proposal	Current status
1)	The Joint Administrators managed to sell the Facilities Management division of the business as a going concern to Syncro Facilities Management Limited. The Joint Administrators continue to collect monies from the debts due to the Company through negotiation with the Company's Facilities Management and Construction clients. Debts with a book value of approximately £2.1 million remain outstanding as at the date of this report.
2)	As noted above, the Administrators continue to realise the outstanding debtors of the business. As at the date of this report, debtor realisations total approximately £1,225,000.
3)	The investigation into the conduct of the Directors of the Company remains ongoing.
4) & 5)	To date, the only class of creditor to whom distributions have been made is the secured creditor. The Administrators have not commenced agreeing the claims of either preferential or unsecured creditors at this stage as sufficient funds are yet to be

	realised to allow for a distribution to either of these classes of creditors
6)	The creditors of the Company resolved at the meeting held on 1 October 2007, to authorise the Joint Administrators' fees and expenses as fixed by reference to the time properly given by them and their staff in the performance of their functions and duties. The Joint Administrators have also sought the approval of the secured creditor in relation to their fees and expenses in accordance with Rule 2.106(5A). To date the Administrators have received £220,000 on account of their fees and expenses
7)	Not applicable as yet.
8)	Taking into account the ongoing work in relation to the collection of outstanding debts of the Company and the investigations into the Company and its directors, the Joint Administrators have applied for and been granted a six-month extension of their term by the secured creditor under paragraph 76(2)(b) of schedule B1 of the Act. As there have not been sufficient recoveries to believe that there will be any distribution to the preferential creditors at this stage, the Joint Administrators have not been required to seek their consent to the extension
9) to 11)	Not applicable as yet

Further information in respect of the realisation of assets, the status of liabilities and the estimated outcome for creditors is contained in the following sections of this report.

3. Joint administrators' receipts and payments account

3.1 Introduction

Attached at Appendix 2 is a Receipts and Payments account covering the period from 24 July 2007 to 23 July 2008.

In this section, we have summarised the main asset realisations during the 12 month period.

3.2 Asset realisations

Receipts

3.2.1 Debtor Recoveries

To date, the Administrators have recovered £1,224,355 from pre-appointment debtors. These recoveries include recoveries from both the Facilities Management and the Construction sides of the business

3 2 2 Sale of Tax Losses

The former parent company of Syncro Limited, the Co-Operative Group Limited ("the Co-Op") approached the Administrators regarding the assignment of tax losses incurred by the Company under the group-relief scheme operated by HM Revenue & Customs.

When the Co-Op sold Syncro Limited in February 2006 to Hardshelfco 138 Limited, an agreement was put in place that any tax losses incurred by the Company for the 2005 tax year would be made available to the Co-Op by way of group relief at no cost to the Co-Op. The Administrators were not bound by the terms of any contractual agreement between the Co-Op and Hardshelfco 138 Limited and so entered negotiations with the Co-Op regarding the potential purchase of any applicable tax losses

Initially it had been the intention of the Administrators to seek a global settlement of the Co-Op's outstanding debtor position with the Company, together with a purchase of the tax losses. When it became apparent that the Co-Op had sought to raise considerable objections to the outstanding debtor balance allegedly owed to the Company, an agreement was reached in relation to the sale of the tax losses in order to meet lodgement deadlines.

3 2 3 Refund of Holiday Stamps

As at appointment, the Company contributed to a "Holiday Stamp" scheme on behalf of its employees. When the Company entered Administration the employees became entitled to claim against the Redundancy Payments Office for any outstanding holiday pay, notice and redundancy pay. Accordingly, all monies outstanding in respect of holiday stamps prior to the appointment of the Administrators were refunded to the Company.

3 2 4 Sale of Business

Immediately upon appointment, negotiations were entered into with Syncro Capital Limited (a related company by virtue of common directors with Syncro Limited) to purchase the Facilities Management division. During the negotiations, it was agreed that Syncro Capital Limited would fund the ongoing wages and salaries of the relevant staff, and would fund any costs necessary to maintain the business as a going concern. No other significant interest was received to purchase the business.

Following protracted negotiations, a sale of the Facilities Management division to Syncro Capital Limited was concluded on 15 August 2007 for £101,025. The sum was in addition to the funding of the division during the period of the administration, which was in the order of £180,000. A further term of the sale agreement was that Syncro Facilities Services Limited, Syncro Facilities Management Limited and Navitas Hemway would waive any claim in the administration. According to the Company records, this amounts to a reduction in unsecured creditor claims in the order of £940,000.

3.2.5 Rates refunds

Represents refunds in respect of rates and insurances paid to the Company following appointment.

3 2 6 Interest

Represents interest received in respect of the Administrators' bank accounts post appointment.

Payments

3 2 7 Professional Fees

Represents payments to parties who have provided assistance to the Administrators in relation to the collection of outstanding pre-appointment debts, including quantity surveyors, claims adjusters and electricians.

3 2 8 Travel & Accommodation Expenses

Represents costs associated with travel and accommodation at the Company's head office and satellite offices as required for trading, meetings with clients of the company, creditors and outstanding debtors.

3 2.9 Cleaning Expenses

Represents the cost of cleaning incurred at the Company's Manchester and Newcastle offices.

3.2 10 Rent

Represents costs associated with the maintenance of the Company's offices in Manchester, Newcastle, Glasgow and Bristol for the period between the appointment of the Administrators and the sale of the business on 15 August 2007.

3.2.11 Specific Bond

The specific bond is the cost of insurance, based on the level of realisations by the administrator, as required by the Insolvency Practitioners Regulations 1990.

3 2 12 Statutory Advertising

This represents the costs for the publishing of statutory advertising in newspapers and the London Gazette in respect of the appointment of Administrators and of the First Meeting of Creditors.

3.2 13 Carriage, storage and archiving

The administrators use a commercial archiving company for storage facilities for the Company's records and papers. This is recharged at the rate of £10 per box per quarter, and includes a small charge to cover the administration costs of archiving and retrieval of documents

3 2 14 Stationery

Relates to costs associated with the printing and mailing of the Administrators' first report to creditors dated 17 September 2007 and our interim report to creditors of 22 February 2008.

3 2 15 Mail Redirection

Represents costs associated with the redirection of mail from the Company's head office and satellite offices in Glasgow, Newcastle and Bristol

3 2 16 Wages and Salaries

On appointment the Administrators sought to clarify the position in respect of the employees of Syncro Limited, in particular which staff were allocated to which divisions. This matter was considerably complicated due to the poor state of the Company's record keeping as at appointment, and the fact that construction employees were being paid by Syncro Limited, despite the fact that all employment records indicated that they were employees of a subsidiary company, RMD Syncro Limited.

In endeavouring to realise the assets of the Company, the Administrators continued to employ staff associated with the Facilities Management division of the business, and those associated with head office functions (accounting, debt collection and personnel). These employees continued to be employed by Syncro Limited until the sale on 15 August 2007 to Syncro Capital Limited. At the time of the sale, the Administrators sought and were provided indemnities by the purchaser in respect to the payment of wages for staff associated with the Facilities Management division of the Company which was acquired by Syncro Capital Limited.

The Administrators continued to employ head office staff not included in the sale to Syncro Capital Limited until the end of September 2007. These staff assisted the Administrators with the collation of information in relation to debtors, creditors and employees

3.2.17 Bank Charges

This amount represents the bank charges associated with the collection of the Administration trading sales

3.3 Estimated future realisations

3.3.1 Debtor Recoveries

As noted in our interim 6 month report to creditors the Administrators are continuing with their work in respect to the collection of monies outstanding on the Company's Construction and Facilities Management pre-appointment debtor ledgers

At the time of this report approximately £2.1 million remains outstanding across both ledgers. The bulk of outstanding debtor monies relate to Construction work undertaken by the Company.

The Administrators have corresponded with debtors in relation to the outstanding balances. It is apparent that particularly in respect to the construction ledger, waiting for the dates of retention releases and estimations of costs to complete/snagging required, continues to delay the conclusion of a number of debtor claims. In respect of the remaining balances outstanding on the Facilities Management ledger, discussions and negotiations continue with regard to warranties provided by the Company on work done. Where appropriate the Administrators have sought legal advice and will commence legal and other processes, where necessary, in order to reach satisfactory conclusions with outstanding debtors.

In light of the above circumstances, the Administrators remain unable to provide an estimate of future recoveries to creditors at this time, on the basis that it may prejudice current and future negotiations regarding the settlement of outstanding debts. Additionally, creditors would not be able to place great reliance on any estimate provided, on the basis that many of the debtors due relate to retention monies outstanding on the construction side of the business.

3.3.2 Sale of Tax Losses

As noted at point 3.2.2 above and in the interim report to creditors, the Administrators have negotiated an agreement with the Co-Op regarding the purchase of tax losses incurred by the Company for the 2005 fiscal year. The agreement allows for a payment of up to 35% of the net value of the tax losses which are claimed from and allowed by HM Revenue and Customs. On the basis of the HMRC accepting the Co-Op's original claim of approximately £900,000 in full, a total of up to £320,000 would be due to the Company from the sale of the tax losses.

A non-refundable deposit of £180,000 has already been received from the Co-Op in respect of the final settlement as outlined at note 3.2.2. Should HM Revenue and Customs disallow the tax loss claim by the Co-Op then the non-refundable deposit is entitled to be applied against debtor monies outstanding by the Co-Op. The Administrators will report further when the outcome of this matter is finalised.

3.4 Estimated outcome for creditors

As noted above, due to the considerable ongoing negotiations regarding settlement of the Company's larger outstanding debtors, the Administrators remain unable to provide an accurate or reasonable estimated outcome for creditors at this time

Creditors should note that considerable monies remain outstanding to the secured creditor, which retains fixed and floating charges over the assets of the Company

It should be noted that the Administrators initial investigations into the Company's affairs in the period leading up to appointment have revealed considerable actions which may exist in respect to the current and former directors of the Company. We comment further on this issue in 5.2 below.

4. DISTRIBUTIONS TO CREDITORS

4.1 Secured creditors

To date the Administrators have reconciled and distributed £793,083 to the secured creditor under the provisions of the fixed and floating charge. The total claim of the secured creditor amounts to approximately £1.25 million. As the security facility represents a fixed charge in respect of the debtors of the Company as well as the other assets, the secured creditor will have to be discharged prior to distributions to other classes of creditors.

4.2 Preferential creditors

At the time of preparing this report, the Administrators are yet to receive the final claim from the Redundancy Payments Office in respect of the preferential creditors. The delay in respect to the submission of this claim is associated with difficulties arising from the sale and transfer of Facilities Management employees, and the subsequent transfer of those employees in relation to specific facilities management contracts of the company.

Syncro Capital Limited and RMD Syncro Limited have now themselves entered into insolvency procedures and the Administrators continue to work through these issues with the Insolvency Practitioners appointed to those entities.

4.3 Unsecured creditors

To date unsecured creditor claims stand at £6,416,182. The Administrators have received claims from 460 creditors, and expect both the number of creditors and quantum of claims to continue to rise as rectification periods expire in respect of the Company's construction projects.

As a result of the sale of the Facilities Management division of the business to Syncro Capital Limited, related party claims of approximately £900,000 have been written-off against the Company.

Due to the issues outlined above, at this stage the Administrators are unable to estimate the timing or quantum of any potential return to unsecured creditors.

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5. OTHER MATTERS AND INFORMATION TO ASSIST CREDITORS

5.1 Extensions to the initial appointment period

The Joint Administrators have applied for and been granted a six-month extension of their term by the secured creditor under paragraph 76(2)(b) of schedule B1 of the Act. As there have not been sufficient recoveries to believe that there will be any distribution to the preferential creditors at this stage, the Joint Administrators have not been required to seek their consent to the extension.

5.2 Investigations

At the date of this report, investigations into the conduct of the Directors remains ongoing. It is considered prejudicial to the investigations to reveal details at this point of the nature and timing of these investigations. A further update shall be provided when the Administrators have concluded their work.

5.3 SIP 13 – Transactions with connected parties

Details of the Company's transactions with connected parties in the period, in accordance with the guidance given in Statement of Insolvency Practice Number 13, have not been provided as the Administrator's believe it would be prejudicial to the investigations being undertaken as noted in section 5.2 above.

5.4 EC Regulations

As stated in the Administration Order in respect of the Company, Council Regulation (EU) No 1346/2000 applies and these are the main proceedings as defined in Article 3(1) of that regulation.

6. JOINT ADMINISTRATORS' FEES AND EXPENSES

6.1 Joint Administrators' Fees

In accordance with Rule 2.106 of The Rules, in the absence of a creditors committee, the Administrators have sought approval of their fees and expenses from the Company's creditors. At the meeting of creditors held on 1 October 2007, a resolution was passed authorising the Joint Administrators' fees and expenses to be fixed by reference to the time properly given by them and their staff in the performance of their functions and duties

The Joint Administrators will also be seeking the approval of the secured creditor in relation to their fees and expenses in accordance with Rule 2.106(5A).

The combined Administrators' time costs for the administration are summarised in the table below. A detailed analysis of the time spent by work function for both firms is attached at Appendix 3.

Classification of work function	Partners and Directors	Managers	Assistants and Support Staff	Total Hours	Time Cost £	Average Hourly Rate £
Administration and planning	113 24	377 00	627 18	1,117 42	268,071 00	239 84
Investigations	54 42	102 30	1 06	158 18	70,334 00	444 31
Trading	17 06	546 36	20 00	583 42	152,849 50	261 86
Realisation of assets	193 06	463 00	100 30	756 36	252,765 50	334 08
Creditors	39 36	497 36	326 30	863 42	210,489 50	243 71
	<u>417 54</u>	<u>1,986 42</u>	<u>1,065 24</u>	<u>3,480 00</u>	<u>954,509 50</u>	<u>274 28</u>

Administration and Planning includes administration strategy, administration and filing, arranging banking facilities and daily bankings, cashiering and voucher preparation and authorisation, insurance and bordereau, preparation and planning for appointment, standard letters, notices and directors questionnaires, compliance, supervision and management of the Administration

Trading includes arranging continued supply and undertakings, employee issues and payroll, meetings with Company and staff (including day 1 visits), cashflow forecasts and monitoring, landlord issues.

Realisation of Assets includes debtors (review and collection), work in progress, dealing with agents, litigation and claims, sale of business, securing and reviewing other assets and VAT/Taxation.

Creditors includes creditors and third parties queries, reservation of title and proprietary creditors, employee issues (redundancy, P45, DTI etc)

All partners and technical staff (including cashiers) assigned to the case record their time spent working on the case on a computerised time recording system

Time spent by secretarial staff working on the assignment has not been recorded or recovered. The appropriate staff have been assigned to work on each aspect of the case based upon their seniority and experience, having regard to the complexity of the relevant work, the financial value of the assets being realised and/or claims agreed.

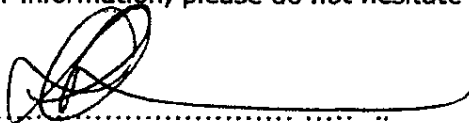
6.2 Administrator's expenses

The basis for charging of the Joint Administrator's disbursements is set out in Appendix 3.

6.3 Other professional costs

The Joint Administrator's have retained the services of a number of professional advisors including various firms of solicitors, quantity surveyors and other professional service providers. All professional costs are reviewed and analysed before payment is approved.

I trust you will find this report adequate for your purposes but should you require any further information, please do not hesitate to contact me.



LEE MANNING – JOINT ADMINISTRATOR

11 August 2008

APPENDIX 1
SYNCRO LIMITED
(IN ADMINISTRATION)
STATUTORY INFORMATION

Company name	Syncro Limited
Previous names	CWS Engineering Services Ltd
Company number	03096287
Date of incorporation	23 August 1995
Registered office	Pearl Assurance House, 319 Ballards Lane, London N12 8LY
Ordinary issued and called up share capital	
Authorised Ordinary shares of £1 each Allotted, called up and fully paid	10,703,000
Shareholder	Syncro Group Limited
Directors	David Dawson and Kevin Francis Herbert Maxwell
Company secretary	Keith Andrew Knight
Bankers	Co-Operative Bank plc

SYNCRO LIMITED - IN ADMINISTRATION
JOINT ADMINISTRATORS' RECEIPTS AND PAYMENTS ACCOUNT
FROM 24 JULY 2007 TO 23 JULY 2008

	<u>Realised</u> <u>to-date</u> £
<u>Receipts</u>	
Debtor Recoveries	1,224,355
Sale of Tax Losses	180,000
Refund of Holiday Stamps	33,620
Sale of Business	101,025
Rate Refunds	6,050
Interest	6,576
	<u>1,551,626</u>
 <u>Payments</u>	
Professional Fees	53,949
Travel & Accommodation Expenses	17,384
Cleaning Expenses	1,970
Rent	9,071
Rates	68
Specific Bond	420
Statutory Advertising	403
Carrriage, Storage & Archiving	2,370
Legal Fees	4,098
Stationery	477
Mail Redirection	189
Wages & Salaries	68,269
Bank Chagres	1,634
Administrators Fees	220,000
Distribution to Secured Creditor	793,083
	<u>1,173,384</u>
 Receipts less Payments	 378,242
 Represented by.-	
Balance at bank	314,250
VAT Recoverable	63,992
	<u>378,242</u>

APPENDIX 3 - Deloitte & Touche LLP

SYNCR0 LIMITED - IN ADMINISTRATION JOINT-ADMINISTRATOR'S TIME COSTS FOR THE PERIOD 24 JULY 2007 TO 23 JULY 2008 SIP 9 TIME SUMMARY							
Classification of work function	Hours					Total Cost £	Average hourly rate £
	Partners	Managers / Senior Managers	Administrators/ Senior Administrators	Cashiers	Total hours		
Statutory compliance, admin and planning	54 24	170 36	115 12	00 00	340 12	103,910 00	305 44
Investigations	48 00	69 00	00 00	00 00	117 00	56 983 00	487 03
Realisations of assets	50 30	43 30	00 00	00 00	94 00	41 748 00	444 13
Creditors	06 00	336 30	02 24	00 00	344 54	94,287 00	273 37
Trading	15 00	201 36	19 30	00 00	236 06	64,242 00	272 10
Total hours and costs	173 54	821 12	137 06	00 00	1132 12	361,170 00	319 00

The above headings include *inter alia*

Administration and Planning

case planning
 appointment notification
 maintenance of records
 statutory reporting and compliance

Realisation of Assets

identifying and securing assets
 debt collection
 property, business and asset sales

Chargeout rates

In accordance with the provisions of Statement of Insolvency Practice 9 ("SIP 9"), the current hourly chargeout rates applicable to this appointment, exclusive of VAT, from 1 January 2008 are as follows

	£
Partners / Office holders	560 - 835
Managers	225 - 680
Assistants and Cashiers	130 - 220

Investigations

SIP2 review
 reports pursuant to Company Directors Disqualification Act 1986
 investigating antecedent transactions

Creditors

communications with creditors
 creditors claims (including secured creditors, employees and preferential creditors)

Chargeout rates are normally reviewed annually in November, when rates are adjusted to reflect such matters as inflation, increases in direct wage costs, and changes to indirect costs such as Professional Indemnity Insurance

Direct expenses ("Category 1 disbursements")

Category 1 disbursements as defined by SIP 9, which can be specifically identified as relating to the administration of the case will be charged to the estate at cost, with no uplift. These include but are not limited to such items as case advertising, bonding and other insurance premiums and properly reimbursed expenses incurred by personnel in connection with the case

Indirect expenses ("Category 2 disbursements")

It is normal practice to also charge the following indirect disbursements ("Category 2 disbursements" as defined by SIP 9) to the case, where appropriate

Postage and stationery circulars to creditors

Headed paper	25p per sheet	Envelopes	25p each
Photocopying	6p per sheet	Postage	Actual cost

Meeting Costs Use of Meeting Room is charged at £150 per session

Storage and Archiving

We use a commercial archiving company for storage facilities for company's records and papers. This is recharged to the estate at the rate of £10 per box per quarter, and includes a small charge to cover the administration costs of maintaining the archiving database and retrieval of documents. We also use our own personnel and vehicle for collection of books and records for which we charge £30 per hour

Mileage incurred as a result of any necessary travelling is charged to the estate at the Inland Revenue approved rate, currently 40p per mile

APPENDIX 3 - David Rubin & Partners

SYNCR0 LIMITED - IN ADMINISTRATION							
JOINT-ADMINISTRATOR'S TIME COSTS FOR THE PERIOD 24 JULY 2007 TO 23 JULY 2008							
SIP 9 TIME SUMMARY							
Classification of work function	Hours					Total Cost £	Average hourly rate £
	Partners	Managers / Senior Managers	Administrators/ Senior Administrators	Cashiers	Total hours		
Statutory compliance, admin and planning	59 00	206 24	493 06	19 00	777 30	164,161 00	211 14
Investigations	06 42	33 30	01 00	00 06	41 18	13,351 00	323 27
Realisations of assets	142 36	419 30	100 30	00 00	662 36	211,017 50	318 47
Creditors	33 36	161 06	324 06	00 00	518 48	116,202 50	223 98
Trading	02 06	345 00	00 30	00 00	347 36	88,607 50	254 91
Total hours and costs	244 00	1165 30	919 12	19 06	2347 48	593,339 50	252 72

The above headings include *inter alia*

Administration and Planning

case planning
 appointment notification
 maintenance of records
 statutory reporting and compliance

Realisation of Assets

identifying and securing assets
 debt collection
 property, business and asset sales

Investigations

SIP2 review
 reports pursuant to Company Directors Disqualification Act 1986
 investigating antecedent transactions

Creditors

communications with creditors
 creditors claims (including secured creditors, employees and preferential creditors)

Chargeout rates

In accordance with the provisions of Statement of Insolvency Practice 9 ("SIP 9"), the current hourly chargeout rates applicable to this appointment, exclusive of VAT, from 1 November 2007 are as follows

	£
Partners/Office Holders	350 - 450
Managers/Senior Managers	245 - 325
Administrators/Senior Administrators	140 - 210
Cashiers	90 - 160

Chargeout rates are normally reviewed annually in November, when rates are adjusted to reflect such matters as inflation, increases in direct wage costs, and changes to indirect costs such as Professional Indemnity Insurance

Direct expenses ("Category 1 disbursements")

Category 1 disbursements as defined by SIP 9, which can be specifically identified as relating to the administration of the case will be charged to the estate at cost, with no uplift. These include but are not limited to such items as case advertising, bonding and other insurance premiums and properly reimbursed expenses incurred by personnel in connection with the case

Indirect expenses ("Category 2 disbursements")

It is normal practice to also charge the following indirect disbursements ("Category 2 disbursements" as defined by SIP 9) to the case, where appropriate

Postage and stationery circulars to creditors

Headed paper	25p per sheet	Envelopes	25p each
Photocopying	6p per sheet	Postage	Actual cost

Meeting Costs Use of Meeting Room is charged at £150 per session

Storage and Archiving

We use a commercial archiving company for storage facilities for company's records and papers. This is recharged to the estate at the rate of £10 per box per quarter, and includes a small charge to cover the administration costs of maintaining the archiving database and retrieval of documents. We also use our own personnel and vehicle for collection of books and records for which we charge £30 per hour

Mileage incurred as a result of any necessary travelling is charged to the estate at the Inland Revenue approved rate, currently 40p per mile