

**Ricoh Europe ASP Limited**  
**Annual Report and Financial Statements**  
**For the Year Ended 31 March 2021**

Registered number 4111195



## Contents

Officers and Professional Advisors	1
Strategic report	2
Directors' report	4
Directors' Responsibilities Statement	6
Independent Auditor's Report to the Members of Ricoh Europe ASP Limited	7
Profit and Loss Account and Other Comprehensive Income/(Loss)	10
Balance Sheet as at 31 March	11
Statement of Changes in Equity	12
Notes to the Financial Statements	13

---

## **Officers and Professional Advisors**

### **Directors**

Nicola Clare Downing  
David Mills  
Timothy Ian Stuart  
Seiya Iwanaga (appointed 1 July 2021)

### **Company Secretary**

Nicola Clare Downing

### **Registered Office**

20 Triton Street  
London  
NW1 3BF

### **Auditor**

Deloitte LLP  
Statutory Auditor  
1 New Street Square  
London  
EC4A 3HQ

## Strategic report

In compliance with Section 414C of the Companies Act 2006, the Directors present their strategic report for the year ended 31 March 2021.

The financial results for the year ended 31 March 2021 is headed under "2021" and the financial results for the year ended 31 March 2020 is headed under "2020".

The disclosure is sufficient for the requirement to include an analysis of the development of the company's business that is consistent with the size and complexity of the business.

### Principal activities

The principal activities of Ricoh Europe ASP Limited ("the Company") are to supply back-office support and software solutions to fellow subsidiaries of Ricoh Europe Holdings PLC.

This includes the provision of the supply of software solutions in the sales and service domains to fellow group companies in the Europe, Middle East and Africa (EMEA) region and responsibility for the activities of the Ricoh Europe Shared Service Centres, which provide administrative and financial services to fellow subsidiaries of Ricoh Europe Holdings PLC.

### Business review and key performance indicators (KPIs)

The Board monitors the Company's progress against its strategic objectives and the financial performance of its operations on a regular basis. Performance is assessed against the strategy, budgets and forecasts using financial and non-financial measures. The most significant KPIs used by the Company are as follows:

	2021 €m	2020 €m
Cost of Sales	60.6	63.9
Profit before tax	0.9	1.1

The Company has been effective in reducing cost of sales during the year in line with business targets. The cost relates mainly to the expenses of running the Shared Service Centres, which are charged to the Company, and the amortisation of software. The Company benefits from the tight control and monitoring of costs. The decrease in costs was driven by a reduction in staff related expenses and office overheads incurred by the Shared Services Centres.

Profit before tax shows stable results year on year. Profit before tax decreased by €0.2m (18.1%) from the prior year despite a reduction in revenue of €3.5m (5.4%) for the same period, which was in line with business strategy and the forecast.

During the year the Company embarked on a business enablement project: OSCAR. This is a pan-EMEA project designed to support Ricoh's strategy for growth by ensuring that we have the right systems, processes and technology infrastructure in place. The solution that underpins OSCAR is a digital business platform hosted in the Cloud. The Company invested €7m on the build and development costs in the year. We recently concluded the EMEA design phase and will now focus on configuring our new systems.

### Results

The profit for the year of €0.1m (2020: loss €0.6m) has been transferred to reserves. Net assets are €149.7m and in line with previous year balances (2020: €149.7m).

### Principal risks and uncertainties

The key risks and uncertainties facing the Company are:

**Liquidity and cash flow risk:** The objective of the Company in managing liquidity risk is to ensure that it can meet its financial obligations as and when they fall due. The risk is managed for the Company using existing Group banking facilities and loans, with regular periodic cash flow forecasts. In the event operating cash flows would not cover all the Company's financial obligations, financial support is guaranteed by its related company; Ricoh Europe Finance Limited, the Group treasury company, which underpins its liquidity. Therefore, management considers the liquidity risk as reasonably low.

## Strategic report (continued)

**Credit risk:** The Company's objective is to collect payment from its debtors, being mainly attributable to intercompany counterparties. The Company manages this within the group by collecting payments in the monthly multilateral netting processes and through monitoring the aging of debtors. The ageing of third-party debtors is monitored through regular ageing analysis.

**Covid-19 and Brexit:** The impact of Covid-19 and Brexit on the Company's activity is minimal as it has no employees and the stakeholders are entities of Ricoh Group. The primary function of the Company was not affected.

### Section 172 Statement

The Board of Directors, in line with their duties under S172 of the Companies Act 2006, act in a way they consider, in good faith, would be most likely to promote the success of the Company. There are no consequences of the directors' decisions on employees as the Company has none. As the customers and suppliers of the company are the fellow subsidiaries of Ricoh Europe Holding PLC, the directors have not considered the need to foster relationship with them. Company's operations have no effect on the community or environment due to nature of the business.

The Board of Directors have regard to a range of matters when making decisions for the long term, including:

a) the likely consequences of any decision in the long term

The Board's decision-making is focused on ensuring that the Company is sustainable in the long term and continues to support the operations of the Ricoh Europe Holdings group. Each year, the Board assesses opportunities and risk for the Company. The Ricoh Group Management Policy provides guidance and direction to achieve the Mid-Term Plan and execute growth strategies successfully. During the year, Directors supported the pan- EMEA project OSCAR that expects to bring long-term benefit to the Company and fellow subsidiaries of Ricoh Europe Holdings PLC by providing a digital business platform hosted in the cloud.

b) the desirability of the company maintaining a reputation for high standards of business conduct

Ricoh Europe ASP Limited is part of a truly international Ricoh group that fosters genuine partnerships with its customers through exceptional standards of service. With Ricoh's technical ability and IT knowledge on their team, the subsidiaries of Ricoh group can reduce costs, eliminate waste and streamline processes, yielding tangible benefits for their own customers.

### Future developments

The Company will continue to expand its activities in line with the strategy of Ricoh Company, Ltd., its ultimate parent undertaking. The development of new cloud-based platform, OSCAR will ensure the Company provides the best support to its fellow subsidiaries.

Approved by the Board of Directors and signed on behalf of the Board



T. Stuart  
Director

30 September 2021

Registered Office  
20 Triton Street  
London NW1 3BF  
Registered in England  
No. 4111195

## Directors' report

The Directors present their Directors' report and financial statements for the year ended 31 March 2021.

### Going concern

The Directors assessed and concluded that as at 31 March 2021 the Company had €7.0m of cash in bank and €149.7m of net assets. The Directors have assessed the cash flow forecasts of the Company and have identified that the business will require support from the Group treasury entity Ricoh Europe Finance Limited due to the related-party-based nature of the Company in order to meet their liabilities as they fall due. Ricoh Europe Finance Limited is supported by the ultimate parent company, Ricoh Company Limited, in order to ensure that all Ricoh Group entities have sufficient access to cash to enable continued support of the overall Group.

Ricoh Europe Finance Limited has provided a letter of support and confirmed that it will continue providing financial support to Ricoh Europe ASP Limited to enable it to meet its obligations as they fall due for a period of 12 months from the date of signing the financial statements. The Directors of the Company have made inquiries of Ricoh Europe Finance Limited and Ricoh Company Limited's Directors and have satisfied themselves that support is able to be provided.

In seeking this support, the Directors acknowledge that the emergence of Covid-19 in early 2020 has resulted in economic uncertainty across the globe and volatility in all markets. As such, the Directors have not only considered the intention of the ultimate parent company to provide this financial support, should the need arise, but also its ability to do so. They have reviewed the Group's liquidity and its forecasts for the period in question, as well as the assumptions that underpin them and are satisfied that the Group's overall going concern position is assured. Thus, the Directors continue to adopt the going concern basis in preparing the annual financial statements.

The Company has taken the exemption from the Streamlined Energy and Carbon Reporting requirements as this information is included in the consolidated accounts of the parent company.

### Business relationships

Refer to the Section 172 statement within the strategic report for a summary of how the Directors have had regard to the need to foster the Company's business relationships with suppliers, customers and others, and the effect of that regard, including on the principal decisions taken by the Company during the financial year.

### Accounts and Dividends

The profit for the financial year of €0.1m (2020: loss €0.6m) has been transferred to reserves. The Directors do not recommend the payment of a dividend (2020: €nil).

### Directors

The Directors of the Company, who served during the year, and up to the date of signing, were:

David Mills  
Kyoichiro Fujimoto (resigned 30 September 2020)  
Nicola Clare Downing  
Timothy Ian Stuart  
Seiya Iwanaga (appointed 1 July 2021)

There were no contracts existing during, or at the end of the year in which any Director is, or was, materially interested in which are, or were, significant in relation to the Company's business. The Directors were remunerated by other Ricoh group companies.

The Directors received no remuneration in respect of their qualifying services to the Company (2020: €nil).

### Directors' Insurance and Indemnities

The parent company maintains liability insurance for all its directors and officers including those of its direct subsidiaries. The parent provides indemnity for its directors and officers which is a qualifying third party indemnity arrangement in compliance with the requirements of the Companies Act 2006. These provisions were made during the year and remain in force at the date of this report.

No claims have been made in the year.

## **Directors' report (continued)**

### **Post balance sheet events**

There were no significant post balance sheet events.

### **Auditor**

Pursuant to Section 487 of the Companies Act 2006, the auditor will be deemed to be reappointed and Deloitte LLP will therefore continue in office.

### **Disclosure of information to the auditor**

The Directors who held office at the date of approval of this directors' report confirm that, so far as they are each aware, there is no relevant audit information of which the Company's auditor is unaware; and each director has taken all the steps that they ought to have taken as a director to make themselves aware of any relevant audit information and to establish that the Company's auditor is aware of that information.

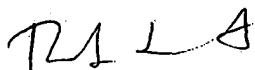
### **Future Developments**

Future Developments have been disclosed within the Strategic report on page 3.

### **Risk Management**

The Company's risk management policies in relation to financial instruments and the exposure of the Company to principal risks are disclosed within the Strategic report on page 2.

Approved by the Board of Directors and signed on behalf of the Board



**T. Stuart**  
Director

30 September 2021

Registered Office  
20 Triton Street  
London NW1 3BF

Registered in England  
No. 4111195

## **Directors' Responsibilities Statement**

### **in Respect of the Strategic Report and the Directors' Report and the Financial Statements**

The Directors are responsible for preparing the Strategic report, the Directors' report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law they have elected to prepare the financial statements in accordance with UK Accounting Standards and applicable law (UK Generally Accepted Accounting Practice), including FRS 101 *Reduced Disclosure Framework*.

Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- assess the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and
- use the going concern basis of accounting unless they either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities.



## **Independent Auditor's Report to the Members of Ricoh Europe ASP Limited**

### **Report on the audit of the financial statements**

#### **Opinion**

In our opinion the financial statements of Ricoh Europe ASP Limited (the 'company'):  
give a true and fair view of the state of the company's affairs as at 31 March 2021 and of its profit for the year then ended;  
have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 101 "Reduced Disclosure Framework"; and  
have been prepared in accordance with the requirements of the Companies Act 2006.

We have audited the financial statements which comprise:

- the profit and loss account and other comprehensive income;
- the balance sheet;
- the statement of changes in equity;
- the related notes 1 to 17.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 101 "Reduced Disclosure Framework" (United Kingdom Generally Accepted Accounting Practice).

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report.

We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the Financial Reporting Council's (the 'FRC's') Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

#### **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The directors are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Responsibilities of directors**

As explained more fully in the directors' responsibilities statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

## **Independent auditor's report to the Members of Ricoh Europe ASP Limited (continued)**

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

We considered the nature of the company's industry and its control environment, and reviewed the company's documentation of their policies and procedures relating to fraud and compliance with laws and regulations. We also enquired of management and internal audit about their own identification and assessment of the risks of irregularities.

We obtained an understanding of the legal and regulatory framework that the company operates in, and identified the key laws and regulations that:

- had a direct effect on the determination of material amounts and disclosures in the financial statements. These included the UK Companies Act, and tax legislation; and
- do not have a direct effect on the financial statements but compliance with which may be fundamental to the company's ability to operate or to avoid a material penalty.

We discussed among the audit engagement team including relevant internal specialists such as tax, and IT specialists regarding the opportunities and incentives that may exist within the organisation for fraud and how and where fraud might occur in the financial statements.

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override. In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments; assessed whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluated the business rationale of any significant transactions that are unusual or outside the normal course of business.

In addition to the above, our procedures to respond to the risks identified included the following:

- reviewing financial statement disclosures by testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- enquiring of management, internal audit and in-house legal counsel concerning actual and potential litigation and claims, and instances of non-compliance with laws and regulations; and
- reading minutes of meetings of those charged with governance and reviewing internal audit reports.

### **Report on other legal and regulatory requirements**

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit: the information given in the strategic report and the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and the strategic report and the directors' report have been prepared in accordance with applicable legal requirements.

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified any material misstatements in the strategic report or the directors' report.

## **Independent auditor's report to the members of Ricoh Europe ASP Limited (continued)**

### **Matters on which we are required to report by exception**

Under the Companies Act 2006 we are required to report in respect of the following matters if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

We have nothing to report in respect of these matters.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

### **Use of our report**

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Ivan Boonzaaier, FCA (Senior statutory auditor)**  
For and on behalf of Deloitte LLP  
Statutory Auditor  
London, United Kingdom

30 September 2021

**Profit and Loss Account and Other Comprehensive Income/(Loss) for the year ended 31 March 2021**

	Note	2021 €'000	2020 €'000
Revenue	5	61,495	65,035
Cost of sales		(60,557)	(63,889)
Profit before tax	6	938	1,146
Taxation charge	9	(866)	(1,792)
Profit/(loss) for the year, attributable to owners of the Company		72	(646)
Profit/(loss) and total comprehensive income/(loss) for the year		72	(646)

The results above relate to continuing activities.


The accompanying notes on pages 13 to 20 form part of the financial statements.

## Balance Sheet as at 31 March

	Note	2021 €'000	2020 €'000
<b>Non-current assets</b>			
Intangible assets	10	97,874	106,343
		<b>97,874</b>	<b>106,343</b>
<b>Current assets</b>			
Cash and cash equivalents		6,990	6,330
Trade and other debtors	11	69,765	59,581
		<b>76,755</b>	<b>65,911</b>
<b>Total assets</b>		<b>174,629</b>	<b>172,254</b>
<b>Current liabilities</b>			
Trade and other creditors	12	(14,884)	(13,090)
Corporation tax liabilities		(2,849)	(1,547)
		<b>(17,733)</b>	<b>(14,637)</b>
<b>Net current assets</b>		<b>59,022</b>	<b>51,274</b>
<b>Total assets less current liabilities</b>		<b>156,896</b>	<b>157,617</b>
<b>Non-current liabilities</b>			
Deferred tax	13	(7,167)	(7,960)
<b>Total liabilities</b>		<b>(24,900)</b>	<b>(22,597)</b>
<b>Net assets</b>		<b>149,729</b>	<b>149,657</b>
<b>Capital and reserves</b>			
Share capital	14	134,000	134,000
Share premium		13,920	13,920
Retained earnings		1,809	1,737
<b>Total equity</b>		<b>149,729</b>	<b>149,657</b>

The accompanying notes on pages 13 to 20 form part of the financial statements.

These financial statements were approved by the Board of Directors on 30 September 2021 and were signed on its behalf by:



T. Stuart  
Director

Company registered number: 4111195

## Statement of Changes in Equity

	Share capital €'000	Share premium €'000	Retained earnings €'000	Total equity €'000
Balance at 1 April 2020	134,000	13,920	1,737	149,657
Profit and total comprehensive income for the year	-	-	72	72
Balance at 31 March 2021	134,000	13,920	1,809	149,729

	Share capital €'000	Share premium €'000	Retained earnings €'000	Total equity €'000
Balance at 1 April 2019	134,000	13,920	2,383	150,303
Loss and total comprehensive loss for the year	-	-	(646)	(646)
Balance at 31 March 2020	134,000	13,920	1,737	149,657

The accompanying notes on pages 13 to 20 form part of the financial statements.

## Notes to the Financial Statements

### 1 General information

Ricoh Europe ASP Limited is a private company incorporated in England and Wales and limited by shares under the Companies Act 2006. The address of the Company's registered office is 20 Triton Street, London, NW1 3BF.

These financial statements are presented in thousands of Euros unless otherwise stated because this is the currency of the primary economic environment that the Company operated within.

### 2 Adoption of new and revised standards

The following amended standards and interpretations are not expected to have a significant impact on the Company's financial statements as the Company does not hold asset or liabilities pertaining to the standard nor activity or transactions affected by the standard.

#### Impact of initial application of amendments to IFRS Standards and Interpretations

In the current year, the Company has applied a number of amendments to IFRS Standards, Interpretations and updates to the Conceptual Framework for Financial Reporting issued by the International Accounting Standards Board (IASB) that are effective for an annual period that begins on or after 1 January 2020 and their adoption has not had any material impact on the disclosures or on the amounts reported in these financial statements.

IBOR Reform Project	The application has no impact on the Company's financial statement. The Company has not employed hedge accounting
Amendments to IFRS 16 <i>Leases</i>	The application has no impact on the Company's financial statement. The Company is not party to any leases.
Amendments to IAS 1, <i>Classification of Liabilities as Current or non-current</i>	The application has no impact on the Company's financial statement
Amendments to IAS 38, <i>Clarification of Acceptable Methods of Depreciation and Amortisation</i>	The application has no impact on the Company's financial statement. Revenue not used as a basis for amortisation of intangible assets
Amendments to IAS 39, <i>Financial instruments</i>	The application has no impact on the Company's financial statement. Company has no hedged items.
Amendments to IFRS 3, <i>Business combinations</i>	The application has no impact on the Company's financial statement. Company not acquired other businesses.
Amendments to IFRS 7, <i>Financial instruments</i>	The application has no impact on the Company's financial statement
Amendments to IFRS 9, <i>Financial instruments</i>	The application has no impact on the Company's financial statement

### 3 Significant Accounting policies

These financial statements were prepared in accordance with Financial Reporting Standard 101 Reduced Disclosure Framework ("FRS 101"). The amendments to FRS101 (2016/17 Cycle) issued in July 2017 have been applied.

In preparing these financial statements, the Company applies the recognition, measurement and disclosure requirements of International Financial Reporting Standards as adopted by the EU ("Adopted IFRSs") but makes amendments where necessary in order to comply with Companies Act 2006 and has set out below where advantage of the FRS 101 disclosure exemptions has been taken.

#### Exemption from preparation of consolidated financial statements

The Company is exempt by virtue of Section 400 of the Companies Act 2006 from the requirement to prepare consolidated financial statements. These financial statements present information about the Company as an individual company and not about its group

The Company is a wholly owned subsidiary of Ricoh Europe Holdings PLC and is included in its consolidated financial statements. The consolidated financial statements of Ricoh Europe Holdings PLC are prepared in accordance with International Financial Reporting Standards and can be obtained from Companies House, Crown Way, Cardiff, CF14 3UZ.

## Notes to the Financial Statements *(continued)*

### 3 Significant Accounting policies *(continued)*

In these financial statements, the Company has applied the exemptions available under FRS 101 in respect of the following disclosures:

- A Cash Flow Statement and related notes (IAS 7);
- Disclosures in respect of transactions with fellow wholly owned subsidiaries (IAS 24);
- Disclosures in respect of capital management (IAS 1);
- The effects of new but not yet effective IFRSs (IAS 8);
- An additional balance sheet for the beginning of the earliest comparative period following the reclassification of items in the financial statements (IAS 1);
- Disclosures in respect of the compensation of Key Management Personnel (IAS 24).
- Certain revenue requirements of IFRS15
- Certain disclosures required by IAS 36 Impairment of assets in respect of the impairment of goodwill and indefinite life intangible assets.

As the consolidated financial statements of Ricoh Europe Holdings PLC include the equivalent disclosures, the Company has also taken the exemptions under FRS 101 available in respect of the following disclosures:

- Certain disclosures required by IFRS 13 Fair Value Measurement and the disclosures required by IFRS 7 Financial Instrument Disclosures.

#### **Basis of preparation**

These financial statements have been prepared on the historical cost basis. Historical cost is generally based on the fair value of the consideration given in exchange for the assets.

The costs of the business which are recharged by related group undertakings have been presented as cost of sales as this is considered to be a more appropriate classification of the costs. The prior year comparatives have been re-presented to be consistent.

#### **Going concern**

The Directors have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future, based on existing cash resources. Thus, they continue to adopt the going concern basis in preparing the annual financial statements. Please refer to the Directors Report for more details on the going concern.

#### **Foreign currency**

##### *Functional and presentation currency*

The financial statements are presented in euros which is the Company's functional and presentation currency.

##### *Transactions and balances*

Transactions in foreign currencies are translated to the Company's functional currencies at the foreign exchange rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are retranslated to the functional currency at the foreign exchange rate ruling at that date. Non-monetary assets and liabilities that are measured in terms of historical cost in a foreign currency are translated using the exchange rate at the date of the transaction. Non-monetary assets and liabilities denominated in foreign currencies that are stated at fair value are retranslated to the functional currency at foreign exchange rates ruling at the dates the fair value was determined. Foreign exchange differences arising on translation are recognised in the profit and loss account.

#### **Financial instruments**

Financial assets and financial liabilities are recognised in the Company's balance sheet when the Company becomes party to the contractual provisions of the instrument.

##### *Financial Assets and Financial Liabilities*

Financial assets and liabilities are recognised and derecognised on a settlement date where the purchase or sale of the financial asset is under a contract whose terms require delivery of the financial asset within the timeframe established by the market concerned and are initially measured at fair value. Transaction costs directly attributable to the acquisition of financial assets at fair value through profit or loss are recognised immediately in profit or loss.



## Notes to the Financial Statements (*continued*)

### 3 Significant Accounting policies (*continued*)

#### *Non-Derivative financial instruments*

Non-Derivative financial instruments comprise of cash and cash equivalents, loans and borrowings and trade and other debtors and creditors.

#### *Financial assets (including trade and other receivables)*

All financial assets are recognised and derecognised on a settlement date where the purchase or sale of the financial asset is under a contract whose terms require delivery of the financial asset within the timeframe established by the market concerned and are initially measured at fair value plus transaction costs.

#### *Trade and other debtors*

Trade and other debtors are recognised initially at fair value. Subsequent to initial recognition they are measured at amortised cost using the effective interest method, less any impairment losses.

#### *Trade and other creditors*

Trade and other creditors are recognised initially at fair value. Subsequent to initial recognition they are measured at amortised cost using the effective interest method.

#### *Interest-bearing borrowings*

Interest-bearing borrowings are recognised initially at fair value less attributable transaction costs. Subsequent to initial recognition, interest-bearing borrowings are stated at amortised cost using the effective interest method, less any impairment losses.

#### *Impairment*

The Company has applied the simplified approach to recognise loss allowances for expected credit losses (ECLs) on trade and other receivables (as defined in IFRS 9).

When determining whether the credit risk of a financial asset has increased significantly since initial recognition and when estimating ECL, the company considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis, based on the Company's historical experience and informed credit assessment and including forward-looking information.

For trade and other receivable, the Company has calculated the expected credit loss based on most recent three year's historic loss rate, calculating an average credit loss rate.

The Company has had no historical write-offs in the most recent three years, therefore ECL has been calculated at zero percent. Furthermore, the loans are low credit risk given the going concern support provided to group entities by the parent company.

A financial asset not carried at fair value through profit or loss is assessed at each reporting date to determine whether there is objective evidence that it is impaired. A financial asset is impaired if objective evidence indicates that a loss event has occurred after the initial recognition of the asset, and that the loss event had a negative effect on the estimated future cash flows of that asset that can be estimated reliably.

An impairment loss in respect of a financial asset measured at amortised cost and is calculated as the difference between its carrying amount and the present value of the estimated future cash flows discounted at the asset's original effective interest rate. For financial instruments measured at cost less impairment, impairment is calculated as the difference between its carrying amount and the best estimate of the amount that the Company would receive for the asset if it were to be sold at the reporting date. Interest on the impaired asset continues to be recognised through the unwinding of the discount. When a subsequent event causes the amount of impairment loss to decrease, the decrease in impairment loss is reversed through profit or loss.

#### *Non-financial assets*

The carrying amounts of the Company's non-financial assets are reviewed at each reporting date to determine whether there is any indication of impairment. If any such indication exists, then the asset's recoverable amount is estimated.

#### *Provisions*

A provision is recognised in the balance sheet when the Company has a present legal or constructive obligation as a result of a past event, that can be reliably measured and it is probable that an outflow of economic benefits will be required to settle the obligation. Provisions are determined by discounting the expected future cash flows at a pre-tax rate that reflects risks specific to the liability.

## Notes to the Financial Statements *(continued)*

### 3 Significant Accounting policies *(continued)*

#### Finance Income and Expense

Interest payable and similar charges include interest payable and net foreign exchange losses that are recognised in the profit and loss account. Other interest receivable and similar income include interest receivable on funds invested and net foreign exchange gains.

Interest income and interest payable is recognised in profit or loss as it accrues, using the effective interest method. Foreign currency gains and losses are reported on a net basis.

#### Intangible assets

Intangible assets acquired separately are capitalised at cost. Intangible assets acquired as part of an acquisition are capitalised at fair value as at the date of acquisition. Following initial recognition, intangible assets which have a finite life are carried at cost less any applicable accumulated amortisation and any accumulated impairment losses.

Software amortisation is recognised over their useful lives, using the straight-line method, between 3 and 12 years. The amortisation of intangible assets is included in administrative expenses.

#### Taxation

Income tax expense comprises current and deferred tax. Current tax and deferred tax are recognised in profit or loss except to the extent that it relates to a business combination, or items recognised directly in equity or in other comprehensive income.

Current tax is the expected tax payable or receivable on the taxable income or loss for the year, using tax rates enacted or substantively enacted at the reporting date, and any adjustment to tax payable in respect of previous years.

Deferred tax is recognised in respect of temporary differences between the carrying amounts of assets and liabilities for financial reporting purposes and the amounts used for taxation purposes. Such assets and liabilities are not recognised on the balance sheet if the temporary difference arises from the initial recognition of goodwill or from the initial recognition (other than in a business combination) of other assets and liabilities in a transaction that affects neither the taxable profit nor the accounting profit.

Deferred tax is measured at the tax rates that are expected to be applied to temporary differences when they reverse, based on the laws that have been enacted or substantively enacted by the reporting date.

Deferred tax assets and liabilities are offset only if there is a legally enforceable right to offset current tax liabilities and assets, and they relate to income taxes levied by the same tax authority on the same taxable entity, or on different tax entities, but they intend to settle current tax liabilities and assets on a net basis or their tax assets and liabilities will be realised simultaneously.

A deferred tax asset is recognised for unused tax losses, tax credits and deductible temporary differences, to the extent that it is probable that future taxable profits will be available against which they can be utilised. Deferred tax assets are reviewed at each balance sheet date and are reduced to the extent that it is no longer probable that the related tax benefit will be realised.

#### Revenue recognition

Revenue represents amounts receivable for services provided in the normal course of business, excluding trade discounts, VAT and other sales related taxes. Revenue is recognised once the Company has satisfied its performance obligations and revenue is recognised over time as the Company has yearly recharge agreements with other group entities. Given the nature of the services provided, there are no obligations for the Company to provide refunds or returns to other group entities, nor do any warranties exist.

### 4 Accounting estimates and judgements

#### Accounting estimates

In the application of the Company's accounting policies, which are described in this note, the Directors are required to make estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

There are no accounting estimates in the presented accounts that may be considered significant.

#### Accounting judgements

In the application of the Company's accounting policies, which are described in this note, the Directors are required to make judgements about the carrying amounts of assets and liabilities that are not readily apparent from other sources.

## Notes to the Financial Statements (continued)

### 4 Accounting estimates and judgements (continued)

There are no accounting judgments applied in the presented accounts that may be considered significant.

### 5 Revenue

The Company's revenue comprises:

	2021 €'000	2020 €'000
Administrative and support services	61,495	65,035
<b>Total revenue</b>	<b>61,495</b>	<b>65,035</b>

### 6 Profit before tax

This is stated after charging/(crediting):

	2021 €'000	2020 €'000
Depreciation of property, plant and equipment (note 10)	17,382	16,950
Audit fees payable for the Company's audit borne by a Ricoh Group undertaking	15	6
Exchange gain on operating activities	(83)	(351)

### 7 Staff numbers and costs

There were no employees during the year (2020: nil).

### 8 Directors' remuneration

The Directors were remunerated by other Ricoh Europe Group companies. The Directors received no remuneration in respect of their qualifying services to the Company (2020: €nil).

### 9 Taxation charge

Recognised in the income statement

	2021 €'000	2020 €'000
<i>United Kingdom corporation tax</i>		
Corporation tax based on the profit for the year	1,627	1,195
Adjustments in respect of previous years	32	236
<b>Total current tax charge</b>	<b>1,659</b>	<b>1,431</b>
Origination and reversal of temporary differences (note 13)	(793)	(533)
Effect of tax rate change on deferred tax balances	-	894
<b>Total deferred tax (credit)/charge</b>	<b>(793)</b>	<b>361</b>
<b>Total tax charge on profit on ordinary activities</b>	<b>866</b>	<b>1,792</b>

The total tax expense for the year is higher (2020: higher) than the standard rate of corporation tax in the UK of 19% (2020: 19%). The differences are explained below.

Reconciliation of effective tax rate

	2021 €'000	2020 €'000
<b>Profit on ordinary activities before tax</b>	<b>938</b>	<b>1,146</b>
Profit on ordinary activities multiplied by the standard rate of Corporation tax in the UK of 19% (2020: 19%).	178	218
<b>Effects of:</b>		
Adjustments to tax charge in respect of previous year	33	236
Non-deductible expenses	85	86
Transfer pricing adjustments	570	358
Effect of tax rate change on deferred tax balances	-	894
<b>Total tax charge for the year</b>	<b>866</b>	<b>1,792</b>

## Notes to the Financial Statements (continued)

### 9 Taxation charge (continued)

#### Factors affecting the future tax charge

In the March 2021 Budget, the UK Government announced that legislation would be introduced in Finance Bill 2021 to increase the main rate of UK corporation tax from 19% to 25%, effective 1 April 2023. This will affect the Company's future tax charge.

### 10 Intangible assets

	Assets in the course of construction €'000	Software €'000	Total €'000
<i>Cost</i>			
At 1 April 2020	-	257,071	257,071
Additions	7,065	1,848	8,913
<b>At 31 March 2021</b>	<b>7,065</b>	<b>258,919</b>	<b>265,984</b>
<i>Depreciation</i>			
At 1 April 2020	-	(150,728)	(150,728)
Charge for the year	-	(17,382)	(17,382)
<b>At 31 March 2021</b>	<b>-</b>	<b>(168,110)</b>	<b>(168,110)</b>
<i>Net book value</i>			
<b>At 31 March 2021</b>	<b>7,065</b>	<b>90,809</b>	<b>97,874</b>
At 1 April 2020	-	106,343	106,343

**Software: SHARE.** The Group has a bespoke ERP system developed in-house. This is used across Europe by operating companies and Shared Service Centres. At 31 March 2021, the net book value of the asset was €90.8m and it will be fully depreciated by 2031.

**Assets under construction: OSCAR.** Oscar is a pan-EMEA, business enablement project, designed to support Ricoh's strategy for growth by ensuring that we have the right systems, processes and technology infrastructure in place. The solution that underpins OSCAR is a digital business platform hosted in the Cloud. We recently concluded the EMEA design phase and will now focus on configuring our new systems. This project is at the early stages of development. At 31 March 2021, the capitalised development costs were €7.1m.

### 11 Trade and other debtors

	2021 €'000	2020 €'000
<i>Amounts falling due within one year</i>		
Amounts owed from group undertakings	69,684	59,492
Trade debtors	81	89
	<b>69,765</b>	<b>59,581</b>

The amounts due from group undertakings comprise a monthly rolling, unsecured, interest free loan to Ricoh Europe Finance Limited of €64.0m as well as amounts due from other intercompany debtors of €5.7m that are also unsecured and interest free with 30 days payment terms.

### 12 Trade and other creditors

	2021 €'000	2020 €'000
<i>Amounts falling due within one year</i>		
Amounts due to group undertakings	14,884	13,090
	<b>14,884</b>	<b>13,090</b>

The amounts due to group undertakings are unsecured and interest free with 30 days payment terms.

## Notes to the Financial Statements (continued)

### 13 Deferred tax assets and liabilities

#### Deferred tax

	2021 Asset €'000	2021 Liability €'000	2020 Asset €'000	2020 Liability €'000	2021 Net €'000	2020 Net €'000
Accelerated depreciation for tax purposes	-	7,167	-	7,960	7,167	7,960
<b>Deferred tax liability</b>	-	<b>7,167</b>	-	<b>7,960</b>	<b>7,167</b>	<b>7,960</b>

#### Reconciliation of movements in deferred tax

	March 2020 €000	Recognised in profit and loss €000	March 2021 €000
Accelerated depreciation for tax purposes	7,960	(793)	7,167
<b>Deferred tax liability</b>	<b>7,960</b>	<b>(793)</b>	<b>7,167</b>

An increase in the UK corporation tax rate to 25%, effective 1 April 2023, was announced in March 2021. As this tax rate change had not been substantively enacted at the balance sheet date, the UK deferred tax balances as at 31 March 2021 continue to be measured at a tax rate of 19%. If the 25% tax rate had been used at the balance sheet date for items expected to reverse from 1 April 2023 onwards, the deferred tax liability would have been approximately €1.4m higher.

### 14 Share capital

	2021 €'000	2020 €'000
<b>Authorised, allotted and fully paid</b>		
134,000 Ordinary shares of €1,000 each	134,000	134,000

	2021 £	2020 £
<b>Authorised, allotted and fully paid</b>		
1 Ordinary share of £1 each	1	1

### 15 Financial instruments

The fair values of all assets and financial liabilities by class shown in the balance sheet are as follows:

The Directors consider that the book value of the financial assets and liabilities recorded at the amortised cost and their fair value are approximately equal.

	2021 €'000	2020 €'000
<b>Financial assets measured at amortised cost</b>		
Trade and other debtors	69,765	59,581
Cash and cash equivalents	6,990	6,330
<b>Total financial assets</b>	<b>76,755</b>	<b>65,911</b>
<b>Financial liabilities measured at amortised cost</b>		
Trade and other creditors	(14,884)	(13,090)
<b>Total financial liabilities</b>	<b>(14,884)</b>	<b>(13,090)</b>
<b>Total financial instruments</b>	<b>61,871</b>	<b>52,821</b>

## Notes to the Financial Statements *(continued)*

### 16 Related parties

During the year the Company entered into transactions, in the ordinary course of business, with other related parties. The Company has taken advantage of the exemption under paragraph 8(k) of FRS101 not to disclose transactions with fellow wholly owned subsidiaries.

### 17 Ultimate parent

The Company's immediate parent is Ricoh Europe Holdings PLC registered in England and Wales and the Company's ultimate parent company is Ricoh Company, Ltd. incorporated in Japan.

The parent undertaking of the smallest group for which consolidated accounts are prepared, and in which the results of the Company are included, is Ricoh Europe Holdings PLC, registered at the same address as Ricoh Europe ASP Limited. Copies of these consolidated accounts can be obtained from Companies House, Crown Way, Cardiff, CF14 3UZ.

The parent undertaking of the largest group for which consolidated accounts are prepared, and in which the results of the Company are included, the ultimate parent of Ricoh Europe ASP Limited is Ricoh Company, Ltd.

The registration address of Ricoh Company Ltd is: 3-6, Nakamagome 1-chome, Ohta-ku, Tokyo 143-0027, Japan. The consolidated financial statements of the Parent Company are available at:

[https://www.ricoh.com/-/Media/Ricoh/Sites/com/IR/financial\\_data/securities\\_report/pdf/AnnualSecuritiesReport\\_120th.pdf](https://www.ricoh.com/-/Media/Ricoh/Sites/com/IR/financial_data/securities_report/pdf/AnnualSecuritiesReport_120th.pdf)