

GETTING PREPARED FOR
TAXATION AUDITS AND
INVESTIGATION **NEW****COURSE OBJECTIVES**

Tax audits and investigations have become the focus of the Inland Revenue Board (IRB) following the introduction of the Self Assessment System. Understandably, IRB's objective now is to see that taxpayers comply with the requirements of tax laws and that their Return Forms properly reflect the actual income liable to tax.

This seminar intensely looks into the many aspects of such enforcement action, beginning with the trigger factors which cause the IRB to carry out its exercises, and closing with the options available to the taxpayer to present an effective appeal against the Board's adjustments and computations. It also guides the taxpayer through the measures that should be put in place so that the maintenance records and returns meet IRB's standards, thereby reducing any painful consequences from IRB's actions. Such guidance includes a detailed study of the accounting and operational issues that would be scrutinized and how an effective appeal should be presented against any probable Additional Assessments & Penalties.

LEARNING OUTCOME

By attending this course, participants will be able to:

- Prepare themselves from right now to place themselves in a safe position.
- Know the types of records, accounts and documents that the law demands they keep.
- Discover possible weaknesses that Revenue would focus on and how best to answer its charges.
- Conduct themselves during the Revenue visit and subsequent meetings with IRB.
- Learn of the options available if an acceptable settlement cannot be reached with the Tax Authorities.

COURSE CONTENTS**Tax Audits & Tax Investigations Overview**

- Differences between Tax Audits & Investigations.

Trigger Factors of Selection

- Sources of IRB's Information.
- The Director General's authority.

Issues That Would be Examined

- Items in your records, accounts, and returns.
- Presenting your case.
- How IRB determines shortfalls.

Offences, Penalties, and Appeals

- Defending yourself effectively.

Trainer

Vincent Josef.

Target participants

Tax managers, tax executives, tax advisors, accountants, company directors and anyone who wish to be updated on the tax audit and investigation.

ADMINISTRATIVE DETAILS

Date	Event Code
04 Aug 2011	TAX/KL/11/108
16 Nov 2011	TAX/KL/11/161
Time	9am - 5pm
Venue	Menara SSM @ Sentral, Kuala Lumpur
Fee	RM300
SSM CPE Points	8
PSMB Scheme	SBL

Fee inclusive of certificate of attendance, compact disc pre-loaded with seminar materials, refreshment and lunch.