

€ TRAINING

Advanced Tax Administration





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Introduction:

This training program provides an in-depth exploration of complex tax laws and regulations, equipping participants with advanced knowledge and skills necessary for effective tax administration. The program also focuses on the role of technology and emerging trends in tax administration, preparing participants to navigate the evolving landscape of tax administration with confidence.

Program Objectives:

At the end of this program, the participants will be able to:

- Take part in engaging group discussions and tax administration case studies.
- Connect with other participants and foreign tax administration professionals.
- Enhance tax administration-related performance management policies.
- Boost cross-sector and international tax administrator cooperation.
- Streamline fundamental tax administration processes' management.
- Contribute to the primary goals of the agenda for tax administration reform.
- Implement cost-effective methods based on current notions of taxpayer segmentation, self-assessment, and sound organization and management.
- Utilizing the right technologies, ensure function-based operations, lower taxpayer compliance costs, and boost tax system integrity.

Targeted Audience

- Tax payers, advisors, consultants, and enforcement agencies.
- Fiscal auditors.
- Legal advice and attorneys.
- General tax professionals.
- Tax experts working for advising firms.
- Novices in the trade and commercial industries.
- Government employees.

- Internal tax managers or directors.
- Monetary analysts.

Program Outline:

Unit 1:

Tax laws and regulations:

- Tax classifications.
- Process of Tax Payment Registration.
- Mandatory Returns and the Procedures for Filing Them.
- Relationship Administration.

Unit 2:

State board of internal revenue service:

- Government Internal Revenue Service.
- Mutual Tax Board.
- Boards' Technical Committees.
- Tribunal for Tax Appeal.
- Administration of Tax Clearance Certificates.

Unit 3:

Exemptions and reliefs:

- Multiple Vexatious Taxes.
- Tax Avoidance and Tax Evasion.

Unit 4:

Corporate tax issues and computations:

- Company Income Tax.
- Limited liability business.

- Partnership.

Unit 5:

Value added tax and stamp duties:

- Education Tax.
- Types of Assessment.
- Self-Assessment Scheme.
- Provisional Assessment.
- Best of Judgment Assessment.

Unit 6:

Relevant documents and documentation procedures:

- Return filing requirements and timing.
- Treatments of Withholding Taxes.
- Penalties for violations.

Unit 7:

Tax issues concerning individuals:

- Taxable Persons.
- Personal Income Tax.
- Pay As You Earn PAYE tax computations.
- Direct assessment of individuals.
- Capital Gain Tax.
- Property and investment income tax.

Unit 8:

Expatriates personal income tax:

- Relevant Documents and Documentation Procedures.

- Exemptions and Reliefs.
- Penalties for Infringements.

Unit 9:

The tax administrator's position as advocate in the political sphere:

- Context of Operation.
- Organisational Design.
- Organisational Structure.

Unit 10:

Management macro-processes: Help for the taxpayer:

- Management macro-processes: Collection.
- Management macro-processes: Recover.
- Management macro-processes: Control.
- Macro-processes of Management: Tax Calculation.