

PRACTICAL CORPORATE TRAINING LEVEL-2
PM4 - PRACTICAL ASPECTS OF TAXATION
OBJECTIVES:

Due to automation of Taxation System of Pakistan, it is mandatory for individual, corporate and non-corporate sectors to make the tax compliances online through FBR Web-Portal. The module will meet the needs of participant by preparing them for manual and electronic submission of returns/statements, e-filing procedures, maintenance of records, computation of taxable amounts and day to day practical issues relevant to Income tax, Federal & Provincial Sales Tax Laws.

LEARNING OUTCOME:

Upon completion of practical module, participants will be able to:

- Understand the objective of levy of income tax and sales tax and its concept
- Comprehend the requirements of E-filing as per tax laws and rules and consequences for non compliances
- Get comprehensive knowledge of the statutes through hands-on training, practical examples and case studies
- Get confidence in handling day to day matters involved in taxation like; manual and electronic preparation and submission of returns/statements and calculation of taxable figure in complicated cases
- Develop reasonable practical skills for maintenance of records in accordance with the provisions of Income Tax, Sales Tax and, Federal Excise.

INDICATIVE GRID

| PART | SYLLABUS CONTENT AREA | WEIGHTAGE |
|--------------|---|-------------|
| A | 1. Taxation | 30% |
| B | 2. Computation of Tax Liabilities | 40% |
| C | 3. Filing of Tax Returns and Statements | 30% |
| TOTAL | | 100% |

DETAILED CONTENTS
PART -A
1. Taxation

- Registration with Tax Authorities
- Maintaining of Tax Records
- Type of taxes and duties including local supplies & services and import & export

PART- B
2. Computation of Tax Liabilities

- Computation of Tax Liabilities for Individuals, AOPs and Business Organizations

PART -C
3. Filing of Tax Returns and Statements

- Income Tax
- Sales Tax
- Withholding Tax
- Federal Excise
- Provincial Sales Tax
- Assessment Procedures