



KTBA *Karachi Tax Bar Association*



PROFESSIONAL DEVELOPMENT PROGRAM

BASIC PDP 2017



Karachi Tax Bar Association

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COURSE OVERVIEW

Imparting professional knowledge to the members is one of the key objectives of the Karachi Tax Bar Association (KTBA). Harnessing this philosophy the KTBA started Professional Development Program (PDP) in 2011. The present Executive Committee intends to continue this program in its sixth (6th Year) and is pleased to announce the BASIC PDP 2017.

This year's course has been designed to broaden the taxation horizon of the participants in the areas of **direct, indirect taxation, corporate laws and the applicable accounting concepts**. The course will be conducted during August 2017 to February 2018 preferably on fortnightly basis.

It is believed that this course will **enhance the knowledge base** and professionalism of the participants.

The knowledge of participants gained from this program will be tested and the top participant will be awarded with a gold medal at the closing ceremony of this program.

COURSE OUTLINE

INCOME TAX LAW

1. Basic concepts, Overview of the structure of Income Tax Ordinance 2001, Authorities and Jurisdiction;
2. Key definitions, Residential status, Charge of Tax, Source of income, Taxation regimes and Maintenance of record;
3. Salary taxation, Exemptions, Rebates and Employees retirement benefits;
4. Business income, Exemptions, Deductible allowances and Tax credits;
5. Tax registration, Filing of tax returns and statements of withholding taxes, Process of obtaining exemption certificates and NPOs;
6. Audit, Assessments and Monitoring of withholding taxes;

SALES TAX & SERVICES TAX LAW

7. General concepts of sales tax, service tax (including overview, key definitions, charging of tax, adjustment of input tax and discharging tax obligation);
8. Registration, Filing of sales tax & service tax returns, Withholding of sales tax & services tax and Deregistration;
9. Audit, Assessment, Recovery, Revision of returns, black listing, suspensions and restorations;
10. Appeals, Alternative Dispute Resolution mechanisms under income tax and indirect tax laws and Approaching Tax Ombudsmen (Federal & Provincial);

OTHER LAWS

11. Incorporation of companies, prescribed filings & winding-up under Companies Act, 2017 and Overview of Partnership Act, 1932;
12. Professional Tax, WWF, WPPF, EOBI and SESSI.

WHO SHOULD ATTEND?

The course outline has been carefully designed for the benefit of **entry level** tax professionals. It will also be very useful for those individuals who have joined the Industry and wish to revise and refresh their **tax concepts** as well to gain more knowledge in the areas which are increasingly becoming critical day by day with the development of tax laws.

Note: Advanced level program will be launched later.

COMMENTS ON EARLIER PROGRAMS

- Very relevant and practical – a must attend course for tax professionals.
- Very useful to even specific needs of each participant.
- The Facilitator and the Panelists did a commendable job in sharing all necessary information.
- Excellent Program spot on basic law.
- Workshop investment that will pay back.

PROGRAM CONDITIONS

- Course certificate will be awarded only to those participants who will attend minimum ten sessions.
- Duration of each session will be 3 hours i.e. 2 pm to 5 pm preferably on every alternate Wednesday.
- Tentative start date of course will be 23 August 2017 subject to confirmation.
- First forty (40) participants will be accommodated on first come first served basis. Priority will be given to Bar members, their staff and clients.
- Sessions may be called off due to any unavoidable circumstances.
- Fees is non-refundable and non-transferable.
- Policies can be changed without any prior notification.
- KTBA Executive Committee reserves right to change time or a presenter, if needed.
- Last date for registration is 11 August 2017.

REGISTRATION DETAILS

- Early Bird Discount: 10% on registration by 04 August 2017
- Participation will be confirmed on receipt of complete registration form & payment of fee through crossed cheque/ pay-order in favor of Karachi Tax Bar Association.

Subscription:

- **Bar Members** Rs. 15,000/-
- **Non-Members** Rs. 18,000/-