

Understanding Corporate Taxation



COURSE OBJECTIVES

The introduction of Self Assessment has placed greater responsibilities on taxpayers, be they individuals or corporations. With this in mind, the course has been designed to meet the following objectives:

1. Giving company directors and principal officers an understanding of basic tax principles and procedures
2. Highlighting the duties that need to be done in respect of both payment of tax and submission of Returns
3. Explaining how these duties should be performed and how the relevant forms need to be completed and submitted
4. Pointing out the areas where errors could arise and the penalties that the Inland Revenue Board may impose

LEARNING OUTCOME

a. Being aware of what the law demands and the requirements set by the Inland Revenue Board and understanding the measures that should be taken to properly comply with their tax obligations.

b. Being able to effectively supervise subordinates who are tasked with fulfilling the company's tax duties and responsibilities.

c. Being able to offer assistance and advice to subordinates in respect of tax matters relating to both employees and the company itself.

d. Avoiding errors and failures that could result in Penalties and other action being taken by the tax authorities.

e. Knowing how to respond should the company come under tax audit or investigation attention from the Inland Revenue Board.

COURSE CONTENTS

- Introduction to the Inland Revenue Board
- Taxation of Companies and SMEs
- Responsibilities in respect of Tax Payments
- Responsibilities regarding Submission of Returns
- Duties in respect of Commencement and Cessation of Employees
- Schedular Tax Deductions
- Justifying Transfer Pricing Policies
- Maintenance of Documents, Records, and Accounts
- Preparing for and Responding to Audit or Investigation
- Additional Taxes, Offences, and Penalties
- Making an Effective Appeal

METHODOLOGY

Presentation with case study, computations and illustrations.

PROGRAMME DETAILS

Date	:	18 May 2009, Mon 27 Oct 2009, Tue
Time	:	9.00am – 5.00pm
Venue	:	SURUHANJAYA SYARIKAT MALAYSIA Level 19, Putra Place 100 Jalan Putra Kuala Lumpur

RM300

*(inclusive of
seminar materials,
certificate of attendance,
refreshment and lunch)*

REGISTRATION FORM

Understanding Corporate Taxation

COURSE FEE

RM300

Use one form for each participant. Please print or type details clearly. This form can be downloaded from SSM's website at www.ssm.com.my. Kindly make copies if more forms are needed.

Yes, please register me for the above seminar on **18 May 2009, Mon. Event Code: DIR/KL/053/09;** or
 27 Oct 2009, Tue. Event Code: DIR/KL/108/09

Participant and Payment Details

Name :	Office Tel. No. :
I/C No. :	Fax No. : Mobile No. :
License Secretary No. :	Email Address :
Professional Body Name & Membership No. :	<input type="checkbox"/> I/We enclose Cheque/Bank Draft/Money Order/Postal Order for amount of RM _____ (non-refundable and made payable to 'SURUHANJAYA SYARIKAT MALAYSIA' [Please indicate participant and company's name and event code on the reverse of the cheque].
Designation :	Fax your registration form and send your payment to:
Company :	COMTRAC (Companies Commission of Malaysia Training Academy) Level 11, Putra Place, 100 Jalan Putra 50622 Kuala Lumpur
Address :	Tel : 03-40479681 (Farah/Zila) / 9658 (June) / 6018 (Zalina) Fax : 03-40476052/6334 Email: comtrac@ssm.com.my

ABOUT THE ORGANISER

COMTRAC (Companies Commission of Malaysia Training Academy) commenced operation in April 2007 to function as the education and training arm of Companies Commission of Malaysia (Suruhanjaya Syarikat Malaysia [SSM]). COMTRAC undertakes a crucial role in enhancing the skills and competencies of its employees and elevating and promoting ethical business and good corporate governance values to business and corporate community. Please visit www.ssm.com.my to find out more about COMTRAC and its training programmes.

TERMS AND CONDITIONS

Registration is on a first-come-first-served-basis. All registrations MUST be accompanied with the full payment. Admittance will not be permitted unless payment or a letter of guarantee is received. There is no refund policy for cancellation. A substitute participant is welcome. However extra charges will be imposed where there is a difference in fee for the substitute. If a participant fails to attend a programme, the registration fee will not be refunded nor allocated to another programme. Postponement/replacement is allowed if SSM is notified within three (3) working days prior to the programme. All postponements/replacements must be made in writing and acknowledged by SSM. Any replacement of certificate due to errors in name or identification card number wrongly filled by participant/representative during registration or loss of certificate will be charged RM30.00 per-copy for administration cost. SSM retains the right to postpone the date/place and cancel program due to any unforeseen circumstances that may arise. In cases of cancellation, full refund will be returned to participants. Please advise us if you need an invoice otherwise the registration form serves as our official invoice.