OVERVIEW

In the 2014 Budget, the Prime Minister of Malaysia has announced that Goods and Service Tax (GST) will be implemented effective 1 April 2015. It is essential for all departments in an organisation to be aware about this tax system and to understand how it affects their functions. This workshop uniquely adopts a multi-disciplinary approach towards the implementation of GST.

YOU WANT TO ATTEND THIS COURSE BECAUSE

The core objective of this course is to allow businesses to use GST to reduce costs and maximise profits – without exploiting the customers.

SUITABLE FOR

- Company directors, General managers
- Business owners, CFO, Financial Controllers, COO
- Managers of procurement, product pricing, bookkeeping, accounting, marketing, finance, legal, information systems and, of course, taxation.
- Tax Managers, Finance Managers and Executives
- Costing, Procurement Department
- GST Tax consultants
- Chartered Accountants, Advisors and Auditors
- Company Secretaries and Business Consultants
- Professionals and Staff involved in preparing for the implementation of GST
- Anyone who wants to learn about the Malaysian GST

COURSE OUTLINE

Malaysia GST Tax Returns Submission (based on proposed laws and guidelines issued by Royal Customs of Malaysia)

1. Scope and Charge
   Scope of GST/ Type of supply: standard & zero rated supplies
   Non-Taxable supply: exempt supplies, disregarded supplies, out of scope
   Deem supplies / Mixed and Composite Supply
   Basic Tax Point, Actual Tax Point and the 21 days invoicing rule

2. Input Tax Credit (ITC) Claims
   Allowable input tax to claim - Attribute & Apportionment concept
   Residual Input Tax/ Blocked input tax / Deminis Principle for Residual Input Tax Credit Claims
   Input Tax for Incidental Exempt Supplies
   Input Tax repayment for non-payment made to suppliers/ Input Tax Adjustment
   Bad debt relief

3. Accounting for GST
   Tax Invoice and Keeping GST Records
   • Tax Invoice - Issuance of tax invoice: Content of a full tax invoices / Simplified tax invoice
   • Deemed tax invoice – self billed invoices, invoices by auctioneer
   • Cash register rolls
   • Non Issuance of tax invoice – instances where a tax invoice shall not be issued
   • Tax invoice for mixed supplies
   • Dealing with imports
   • Tax invoice and Imported goods and services, and reverse charge mechanism
• Credit Note and Debit Note, Dealing with Bad Debts and Adjustments

• Record Keeping
  o Records relating to registration
  o Records relating to business activities
  o Records relating to accounting
  o Sales & Service Tax record keeping in GST regime
  o Records on GST Bad Debts Relief claim

Accounting Basis
  o Invoice basis (accrual)
  o Payment basis

4. Transition rules
• Effect of Sales Tax after repeal.
• Special Refund
• Effect of long term non-reviewable contracts
• Supplies span before and after GST implementation
• Progressive, Periodic supplies

5. Filing GST Returns
• Requirements of GST Returns GST-03
• Understanding GST accounting software for production of correct figures for GST-03
• The importance of getting tax codes right when making accounting entries – a major pitfall
• The GAF file (GST Audit File) – understanding its significance in GST audits
• GST Audits
• Types of GST audit and periods covered
• Responsibilities of a taxable person

6. Key considerations for GST Implementation
Reporting for GST and IT system considerations
Internal GST implementation committee

METHODOLOGY
Interactive input, case study, group assessment, Question and Answer.

COURSE LEADERS (ONE OF THESE KEY PANEL GST TAX CONSULTANT WILL CONDUCT THE COURSE)

RAYMOND ONG
Certified GST Tax Agent, MBA
Member of the International Accountants (UK)
Member of Chartered Tax Institute of Malaysia

For the past 15 years, Raymond has been actively involved in tax compliance and consultancy work for both corporate tax and indirect tax. His experience includes conducting tax training, indirect tax planning and advisory for local and multi-national companies. Currently, Raymond is involved extensively in practical GST implementation projects and consultancy in Malaysia.

After completing the extensive GST course organized by the Royal Malaysia Customs for Tax agents in 2010, he has been registered as an approved as a GST Tax consultant. Since then, he is involved preparing a multi-national company for GST compliance. He has also attended numerous GST trainings by international speakers and Tax experts to keep abreast with the latest issues. Raymond also conducts in-house GST workshop for Malaysia companies from diverse industries in Malay, English and Mandarin.
INVESTMENT

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Normal fee</td>
<td>RM 1480.00 inclusive GST</td>
</tr>
<tr>
<td>Early Bird <em>(Payment must be 14 days before the course commence)</em></td>
<td>RM 1280.00 inclusive GST</td>
</tr>
<tr>
<td>Group Registration <em>(Minimum of 3 participants register together)</em></td>
<td>RM 1180.00 inclusive GST</td>
</tr>
</tbody>
</table>

(Fee inclusive of GST, Buffet Lunch, Refreshment, Welcome Pack, Training Materials Certificate of Achievement)

REGISTRATION

Download Registration from: [http://www.itrainingexpert.com/Registration-Form/](http://www.itrainingexpert.com/Registration-Form/)


This Training Programme is SBL Claimable *Subject to PSMB conditions.

We Are An Approved Training Provider Under SBL Scheme With Pembangunan Sumber Manusia Berhad (PSMB/HRDF).

All registrations MUST be accompanied with PAYMENT 14 days after the issuance of invoice or fully paid before the event.

Please make payment to ‘ITRAININGEXPERT GLOBAL PLT’. Bank: CIMB Bank Berhad 800 356 1683