



# 2017

## Understanding The Essential Of Goods And Services Tax (GST)



## COURSE OBJECTIVE

With the implementation of GST in April 2015, many businesses are still not fully conversant with the basic principles of the GST. This course aims to provide the latest updates on GST rules and regulation, revisit the key concepts and mechanism in regarding to the types of supply, criteria of claiming input tax and GST treatment in certain business transaction. This programme also helps you learn to analyse and understand its effect on the business process and controls in compliance with GST, and avoid any penalties under GST legislation. It is critical for business entrepreneur and top management to keep up to date on the GST legislations and the transitional issues.

## METHODOLOGY

Lectures supported by Power-point presentation, discussion and examples.

## COURSE CONTENT

### Module 1: General Framework and mechanism of GST

- Understand the supply on GST framework
- Types of supplies : Taxable and non-taxable
- How GST affect the business transaction
- Place, value and time of supply of goods and services
- Implication of GST on imported services : reverse charge mechanism
- Value of supply of imported services
- GST on importation of goods
- Types of tax invoice for supply
- Transitional issues on supply spanning GST implementation

### Module 2: GST treatment on business transaction

- Deposit forfeited deposit
- Disbursement v reimbursement
- stock written off or damaged goods
- Transaction of business as a going concern
- Voucher/token
- Employee's benefit
- Societies and similar organization
- Disposal of business asset

- Project retention money
- Deemed GST inclusive transaction
- Warehousing Scheme
- Approved Trader Scheme (ATS)

### Module 3: Input tax credit

- Mechanism to claim Input Tax
- Criteria for claiming input tax
- Allowable Input tax
- Blocked input tax
- Incidental Exempt Financial Supplies
- Refund of Input tax
- Input tax in relation to own use and changes of use

### Module 4 : Taxable period Furnishing of GST -03 returns

- Taxable period
- Accounting Basis
- GST Return and payment
- Penalty for late payment of tax
- Types of recording keeping
- GST declaration and payment by Non-taxable person

## TARGET AUDIENCE

Directors, Business entrepreneur, General managers, CEO, Head of marketing, logistics, procurement & human resource, Chief engineers, Company Secretary, Business Planner, Product Manager

## ADMINISTRATIVE DETAILS

8 CEP POINTS

<b>DATE</b>	: 07 <sup>th</sup> April 2017
<b>DURATION</b>	: 01 DAY (0900-1700 hours)
<b>VENUE</b>	: Kuala Lumpur / Petaling Jaya
<b>FEE</b>	: RM1,060.00 per person (Fee is inclusive of 6% GST)
<b>PAYMENT</b>	: Cheque is to be made payable to <b>BURSATRA SDN. BHD.</b>

*Postponement / Cancellation within seven (07) working days prior to the event are subject to a cancellation / postponement fee of 20%. Full amount of the registration fee(s) is chargeable for non-attendance of the participant(s).*

## SPEAKER'S PROFILE



**MR. TAM FOOK CHEONG**  
**FCCA, ACMA, CGMA, MIA**

Kenneth Tam is a trainer cum consultant. He has over 30 years of corporate experience in the field of financial management, financial accounting, tax, business planning and budgeting. He had wide, extensive and hand-on experience in various industries which include oil and gas (upstream and downstream), manufacturing, trading, project management and education. From 1980 to 2008 he held various managerial positions in a Global oil and gas group of companies, one of the Fortune 500 companies.

Since 2009 he became a full-time learning consultant, he has contributed to the success of many training programmes through result-oriented and energetic training methods. Kenneth's training style is refreshing and energetic, relaxing his audience. By providing a practical approach in his presentation, alongside easy-to-use templates, he inspires his audience to take action and produce results. He provides ways on how to transform and enhance existing skills, mental attitudes and mindsets at all levels, to improve individual and corporate performance. This comes as no surprise as Kenneth has been lecturing extensively in various university colleges many years ago in strategic financial management, performance measurement and financial reporting for professional examination boards namely ACCA, MICPA CIMA, and ICSA & ICAA. Currently Kenneth is also a local counsellor in the Finance Module of two MBA learning programmes. As a corporate trainer cum consultant, he has experience in designing, developing and delivering various training programme for both in-house as well as public programmes.

Kenneth Tam is a Fellow member of the Association of Certified Chartered Accountants UK (FCCA), Associate member of the Chartered Institute of Management Accountants UK (ACMA), member of the Chartered Global Management Accountant (CGMA), a member of the Malaysian Institute of Accountants (MIA). He also obtained a Certificate IV in assessment and workplace training from Australia and approved certified trainer from PSMB.

In additional, Kenneth Tam is currently also an Independent Non-Executive Director of a company listed on the main market of Bursa Malaysia.

## REGISTRATION FORM

# Understanding The Essential Of Goods And Services Tax (GST)

(0900 - 1700 hours)  
Kuala Lumpur / Petaling Jaya

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› Date:

07<sup>th</sup> April 2017

› Details:

Name of Participant : \_\_\_\_\_

Designation : \_\_\_\_\_

NRIC / Passport # : \_\_\_\_\_

Name of Company : \_\_\_\_\_

Address of Company : \_\_\_\_\_

Contact Person &  
Designation : \_\_\_\_\_

Tel.# : \_\_\_\_\_

Fax # : \_\_\_\_\_

E-mail : \_\_\_\_\_

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TO REGISTER,  
PLEASE CALL 03-7958 8001 / 03-7958 8002 OR  
FAX REGISTRATION FORM TO:03-7954 8001 OR  
E-MAIL TO: [sophiah@bursatra.com.my](mailto:sophiah@bursatra.com.my)

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