

## GST return compliance workshop With a one to one clinic session



# Introduction

With the onset of GST, the GST registered businesses now have the additional responsibility to compile, prepare and file GST compliant returns with the Royal Malaysian Customs. Preparing a compliant GST return is complex as there are many intricacies to be addressed. Any errors made may result in penalties and also unwanted negative publicity. It is therefore crucial that those who are preparers or having responsibility for the GST returns, obtain a good understanding of the preparation and filing process, information required in the returns, common errors made and other guidance to prepare a compliant return.

Having this in mind, the Deloitte Tax Academy is delighted to bring to you a series of intensive half day GST workshops designed to highlight the finer details involved in preparation of the GST return, the common mistakes to avoid and the recent developments in this area. Delivered by our dedicated GST professionals with a passion for the subject and focus on both technical and practical issues, these workshops will provide you an insight amongst others, on how to prepare the GST return, the tax coding, an opportunity to ask questions or clear your doubts with our GST professionals via a one-on-one session.

Areas to be covered in the workshop would include the following:

- Insight on how to prepare the GST return
- Awareness on the tax coding and its mapping
- Briefing on the costly mistakes to avoid in the GST return
- Sharing of our experience / findings on the common errors made in the GST return
- Guidance on how to get ready for the GST audit in particular for refund cases

Recognising that each business is unique and there are still many questions and uncertainties to be addressed, we are incorporating a one to one discussion with our panel of GST professionals to address any specific questions or doubts via our special GST clinic session.

## When and where

| Date of Workshop  | Time             | Venue                                 | Registration Closing date |
|-------------------|------------------|---------------------------------------|---------------------------|
| 9 July 2015       | 9.00am – 12.00pm | Apollo Room, Level 15, Menara LGB     | 3 July 2015               |
| 27 July 2015      | 2.00pm – 5.00pm  | MeetPoint 4 & 5, Level 9, Menara LGB  | 22 July 2015              |
| 6 August 2015     | 9.00am – 12.00pm | MeetPoint 4 & 5, Level 9, Menara LGB  | 31 July 2015              |
| 13 August 2015    | 9.00am – 12.00pm | Apollo Room, Level 15, Menara LGB     | 7 August 2015             |
| 23 September 2015 | 9.00am – 12.00pm | MeetPoint 1 & 2, Level 15, Menara LGB | 18 September 2015         |

## Workshop fee

RM 265 per participant per session inclusive of 6% GST

\*Limited seats are available on a first come first served basis. Please refer to the attached registration form for more details.

For registration and other details regarding this workshop, please feel free to email **Annie Leong**/ contact her at +60 3 7610 8170 or **Siti Quraisyah**/ contact her at +60 3 7610 7735.

## Workshop outline

| Time   | Morning Session<br>(Applicable for dates:<br>9 July 2015,<br>6 August 2015,<br>13 August 2015,<br>23 September 2015) | Afternoon Session<br>(Applicable for date:<br>27 July 2015) |
|--|--|---|
| Registration   | 8.30am   | 1.30pm  |
| <ul style="list-style-type: none"> <li>• How to prepare the GST return</li> <li>• Tax coding and its mapping</li> <li>• Costly mistakes to avoid in the GST return</li> <li>• Sharing of our experience / findings on the common errors</li> <li>• Guidance on how to get ready for the GST audit</li> </ul> | 9.00am   | 2.00pm  |
| <b>Tea break</b>   | <b>10.45am</b>   | <b>3.45pm</b>   |
| GST Clinic Session   | 11.00am  | 4.00pm  |
| End of Session   | 12.00pm  | 5.00pm  |



# Our GST facilitators



## **Robert Tsang**

### **SEA & Asia Pacific Indirect Tax Leader**

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Over 20 years of experience in dealing with indirect tax issues and GST/VAT implementation around the globe which include SEA. He also has a wide range of expertise in the area of supply chain management and ERP/software implementation. His clients include financial institutions, consumer business industry multinationals, technology, media and telecommunications, pharmaceutical, biotech and energy corporation.



## **Tan Eng Yew**

### **Country Indirect Tax Leader**

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Over 23 years of experience in the areas of customs, excise, sales, service tax and GST. Currently advises clients on various indirect tax matters including impact on proposed transactions and arrangements, indirect tax reviews & due diligences, client representation with the relevant tax authorities and advising on GST impact and implementation. He has a good working relationship with various authorities including MITI, RMCD, MIDA and MOF.



## **Fan Kah Seong**

### **GST Partner**

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More than 23 years of experience in GST, corporate and individual tax, including compliance and advisory services. His clients include logistics, shipping, port operations, plantation, property and construction, manufacturing etc.



## **Wong Poh Geng**

### **GST Director**

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More than 30 years experience in customs and indirect tax including 14 years with the Royal Malaysian Customs. She has vast experiences in preparation of GST memorandums and implementation for industries in O&G, education, air transportation, palm oil, investment bank, etc.



## **Bruce Hamilton**

### **GST Director**

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Over 30 years of work experience in indirect tax and carried out the implementation of Value Added Tax (VAT) / Goods and Service Tax (GST) in different countries including South Africa, New Zealand, Australia, while assisting with issues relating to the introduction of GST in Singapore, Fiji, and PNG. He has gained significant experience in various industries including petro-chemical, O&G, manufacturing etc.



**Chandran Ramasamy**

**GST Director**

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Over 20 years of working experiences in customs and indirect tax advisory, planning and analysis. He has been working for clients in the manufacturing, trading, financial services, property development and management sector including lobbying on GST for property development industry association and GST implementation projects for insurance companies and mutual funds.



**Senthuran Elalingam**

**GST Director**

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More than 12 years of GST and VAT experience in Australia, China and Malaysia. His vast experience from both overseas and local covers various industry which includes financial institution, insurance, property development, construction etc. He has also previously presented to the Ministry of Finance in China and Malaysia on the development of the GST framework and policy related matters.



**Ha Kok Fei**

**GST Senior Manager**

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Over 14 years of working experience in UK and Malaysia specializing in UK VAT and Malaysia indirect tax. He is involved in the execution of Malaysia GST implementation projects and advisory for manufacturing, O&G, plantation, MLM etc.



**Shaishav Udani**

**GST Senior Manager**

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Over 10 years of working experience in indirect tax and compliance in India and Malaysia across industry such as manufacturing, engineering, IT, ITES etc and also carries industry experience in automobile components manufacturing MNC.



**Wendy Chin**

**GST Manager**

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More than 12 years of experience in GST, audit, corporate tax, customs and indirect tax advisory. She is extensively involved in the GST implementation and advisory for MNC and GLC across the industry which includes property development, consumer business, retailing, toll, transportation etc.

\*Every session will be conducted by at least two of the above facilitators.

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# Registration

## Participant 1

Name (Mr / Mrs / Ms)

Designation

Email

Vegetarian  Yes  No

Session  1  2  3  4  5

## Participant 2

Name (Mr / Mrs / Ms)

Designation

Email

Vegetarian  Yes  No

Session  1  2  3  4  5

## Participant's company details

Company

Address

Tel

Fax

Contact person

Email

Cheque / draft no. for RM

Name of approving person

Designation

Signature

Date

## Workshop fee

**RM 265** per participant per session. Inclusive of 6% GST.

- No refund on cancellation(s). However substitute participant is allowed at no extra cost.
- All payment are to be made by the registration closing date as seats are limited on a first come first served basis.

## Payment Method

Company name: Deloitte Tax Services Sdn Bhd  
Beneficiary: United Overseas Bank (Malaysia) Berhad  
Bank address: 1, Jalan SS21/58, Ground Floor,  
Uptown 1, Damansara Uptown, 47400,  
Petaling Jaya, Selangor  
Swift code: UOVBMKYL  
Account: 202-301-9827

Crossed cheque and bank draft payable to: Deloitte Tax Services Sdn Bhd

\* Please photocopy registration form for 3rd and subsequent participants.

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