

20th March 2023

Invitation to you and your staff to a 4 Days Tax & Accounting Seminar (Cash Management, Payroll and Human Resource Management, Accounts Payable and Accounts Receivable Management, Fixed Assets Management , Inventory Management, Withholding Tax, New TRA E- Filing system, Tax applicable to the Public & Private sector entities in Tanzania, Tax Audit , Tax Assessment, Objections and Appeals and VAT Refunds) with CPD hours to be held at Stella Maris Hotel – Bagamoyo from 17th to 20th April 2023

Course introduction

The Seminar is meant for professionals in the Public sector, NGOs and Private sector including Accountants , Assistant Accountants , Cashiers, Accounts Payable and Receivable Accountants, Fixed Assets and Stock /Inventory Accountants , Payroll Accountants, HR Managers and Officers, Tax Officers , Internal Auditors, Principal Internal Auditors, Senior Internal Auditors, Internal Audit Managers, Heads of Finance, Finance Managers, Directors of Finance & Administration, Procurement officers, External Auditors and other interested parties. **Participants will be awarded training certificates and 10 CPD hours.**

Topics to be covered and benefits of attending.

1. Withholding Tax :

➤ Participants will understand:

- The challenges of Withholding Tax on services, interest, royalties etc. for Banks, NGO's, Public and Private sector entities
- Decided cases on Withholding Tax

2. New TRA E-Filing system

➤ Participants will :

- Understand the updated system for filing VAT, PAYE, SDL and Withholding taxes
- Addressing challenges noted

3. Taxes applicable to the Public & Private sector entities in Tanzania

➤ Participants will understand:

- The taxes applicable in their entities , related tax risks and how to manage them

4. Tax Audit, Tax Assessment, Objections and Appeals

➤ Participants will learn:

- The Risks/Exposures
- How to manage TRA Tax Audits , Assessments , Objections and Appeals

5. VAT Refund

➤ Participants will learn:

- How to Handle Refund Applications
- Addressing VAT Refund Challenges



6. Cash Management

➤ Participants will learn:

- Cash Management
- Cash regulations and compliance
- Communication Skills

7. Payroll and Human Resource Management

➤ Participants will learn:

- Payroll risks and management of the risks
- Regulations and Compliance including tax management
- Technology
- Human Resource Management

8. Accounts Payable and Accounts Receivable Management

➤ Participants will learn:

- Strategies for managing and optimising accounts payable and receivables
- Key controls

9. Fixed Assets Management

➤ Participants will learn:

- Assets verification and valuation
- Preparation of Fixed Assets Register
- Transforming Manual Fixed Assets Register to Computerized Register
- Accounting for fixed assets
- Management of fixed assets, challenges and solutions

10. Inventory Management

➤ Participants will learn:

- Strategies for managing and optimizing inventories
- key controls

Fees and Payment

Fees and payment: TZS 650,000 per person (VAT inclusive)-including lunch. **Payments should be through bank deposit to Account no: 0150303162800, CRDB Bank, Account Name: Auditax International** or by cheque payable to Auditax International and delivered to our offices: Dar es Salaam: Garden Avenue Tower, 7th Floor, Ohio Street / Garden Avenue. **Confirmation:** Kindly confirm attendance by calling +255 719 878490 / +255 752 559964 or Email: info@auditaxinternational.co.tz:

*Download our **TaxAccounts 24/7** App on Google play store and Apple store for Tanzania tax laws and updates on their changes; quick insights into accounting and auditing standards; researched articles on tax, accounting and auditing as well as the latest news on various trainings organized by Auditax International.*

Straton Makundi

A handwritten signature in blue ink that reads 'Straton Makundi'.

Training Partner.