



Certified Practising Accountants Papua New Guinea
Established under the Accountants Act 1996



Continuing Professional Development 2018/2019
PORT MORESBY and LAE
TAX WORKSHOP – FEBRUARY to MAY 2019

In conjunction with PNG CPA, this series of 7 workshops over 2018/2019 is designed to provide anyone in accounts payable, finance, tax, or an HR role with an overview of the key aspects of various tax compliance matters. Importantly the workshops are not designed to cover tax topics in an extremely technical way but rather give attendees a practical understanding of the key tax issues through a combination of lectures, interaction and practical case studies.

Included in this calendar is a list of topics and the dates on which they will be held, along with a detailed description of each workshop and associated benefits.

The fee per participant for attendance at one workshop is K660 for CPA(PNG) members and K770 for non-members. However, discounts apply for registrations for multiple workshops. These fees are inclusive of GST.

We are scheduled to run the workshops in Port Moresby and Lae.

1. Salary or Wages Tax Compliance – Are you correctly reporting your monthly and annual obligations?
(12th Feb 19 - Pom) (14th Feb 19 – Lae)

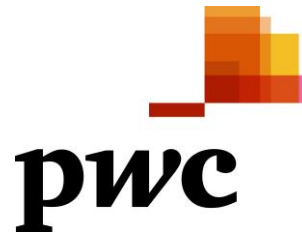
Attendees at the workshop will gain an understanding of;

- What constitutes salary or wages
- What constitutes a “taxable benefit”
- How salary or wages tax (SWT) is calculated
- The monthly compliance requirements of your SWT obligations
- The annual compliance requirements of your SWT obligations
- How a Double Tax Agreement may apply to give you a different SWT outcome
- Common pitfalls with calculating SWT
- How SWT on irregular income – eg. retirement income is calculated
- How SWT is calculated on cash benefits provided to employees (eg. housing allowance, etc.)
- How SWT is calculated on non-cash benefits provided to employees (eg. accommodation, motor vehicles, etc.)
- Salary sacrifice arrangements
- Taxation of rotational and FIFO implications

Who should attend – Accounts payable (AP), Finance staff



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2. Tax Administration and Managing IRC audits – IRC Notice, tax clearances statements of accounts, COC's and the workings of the IRC (12th Mar 19 - Pom) (14th Mar 19 – Lae)

Attendees at the workshop will gain an understanding of;

- Common aspects of tax administration for taxpayers
- Tax clearance certificates
- Certificates of Compliance
- An overview of the workings of the SIGTAS administration system
- Statements of account
- Explain the correspondence that taxpayers receive from the IRC (assessments, remittances etc)
- Credit transfers, penalty calculations and where to go for questions and queries
- An introduction to tax disputes and resolution

Who should attend – Finance staff and Executives?

3. Company Tax Returns and fixed assets register – Navigating the IRC's Form C, common tax adjustments and keeping your FAR under control (16th Apr 19 - Pom) (18th Apr 19 – Lae)

Attendees at the workshop will gain an understanding of;

- Who is required or obliged to file an income tax return
- How the due date for lodgement of tax returns differs for taxpayers according to their status
- An overview of the tax equation for tax return purposes
- How the Statement of Taxable Income (SOTI) operates, including common adjustments made in the SOTI
- The difference between temporary and permanent differences
- Key aspects of the new Form C
- Unresolved issues with the new Form C
- Disclosure requirements with the new Form C
- Depreciation and the differences for tax and accounting purposes
- Accelerated depreciation, when it may claim and by whom
- The purpose of fixed asset registers (FAR) and their common features
- How to record additions and disposals in the FAR
- How balancing charges are calculated
- Common mistakes with FARs
- How depreciation, including gains or losses on disposal are adjusted for in the income tax return

Who should attend – Finance staff and tax return preparers.



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4. Goods & Services Tax – Meeting your obligations, common mistakes and risk areas (14th May 19 - Pom) (16th May 19 – Lae)

Attendees at the workshop will gain an understanding of;

- Goods and Services Tax
- Taxable, zero-rated and exempt supplies
- Reverse charges
- What constitutes a supply for GST purposes
- When is a supply made
- What constitutes a tax invoice for GST purposes
- GST registration issues
- GST for non-residents
- GST and resource projects
- GST and imported goods
- The supply of financial services
- The ability to claim input GST credits
- How to prepare a GST return
- What the IRC may request as evidence to support a claim for input GST credits

Who should attend – Accounts payable (AP), Finance staff

Course Facilitator:

Peter Burnie

Peter is an experienced tax partner with PwC in PNG. Over the past 20 plus years, Peter has worked with a wide range of businesses as they navigated their way through the tax world. In the past several year he has been based in Port Moresby advising clients operating in a range of industry sectors. He presents regularly on tax topics including personal income taxes and the tax implications of salary structures. He is a member of CPA PNG as well as a Chartered Accountant in Australia and a member of the Tax Institute of Australia.

(TO REGISTER, COMPLETE THE ATTACHED REGISTRATION FORM & SEND BACK TO US)



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Registration Form

Venues : POM – PricewaterhouseCoopers, level 6, PwC Haus, Harbour City, Konedobu

: LAE – Lae International Hotel, Conference Room

Time : 9.00am – 12.30pm

Topic	Location (please tick (✓))	Cost (please tick (✓))
Salary or Wages Tax Compliance (Pom - 12/02/19) (Lae – 14/02/19)	Port Moresby <input type="checkbox"/> Lae <input type="checkbox"/>	Member: K660 <input type="checkbox"/> Non-Member: K770 <input type="checkbox"/>
Tax Administration and Managing IRC audits (Pom - 12/03/19) (Lae – 14/03/19)	Port Moresby <input type="checkbox"/> Lae <input type="checkbox"/>	Member: K660 <input type="checkbox"/> Non-Member: K770 <input type="checkbox"/>
Company Tax Returns and fixed assets register (Pom - 16/04/19) (Lae – 18/04/19)	Port Moresby <input type="checkbox"/> Lae <input type="checkbox"/>	Member: K660 <input type="checkbox"/> Non-Member: K770 <input type="checkbox"/>
Good & Services Tax (Pom - 14/05/19) (Lae – 16/05/19)	Port Moresby <input type="checkbox"/> Lae <input type="checkbox"/>	Member: K660 <input type="checkbox"/> Non-Member: K770 <input type="checkbox"/>

10% discount applies for a person or the same employer registering for 4 courses and payment confirmed two weeks before commencement of training.

Given Name : _____ Surname: _____ CPA ID: _____

Organisation : _____ Postal Box _____

Email : _____ Telephone: _____ Mobile: _____

Cancellation Notice

Cancellation advice must be confirmed with us a week before the workshop scheduled date. Failing to do so will result in payment being forfeited in lieu of expenses incurred in catering and related costs on the workshop.

Account Details:

A/C NAME : CPA PNG
BSP A/C# : 1000020001
BRANCH : Gordons Commercial Centre
BSB CODE : 088951

Please forward completed registration form with payment details to:

Attention : Roddie Soweni
Phone : 3212105/3217698
Fax : 3200469
Email : roddie@cpapng.org.pg