

**PM4 - PRACTICAL ASPECTS OF TAXATION**
**PCTP - LEVEL-2**
**OBJECTIVES:**

Due to automation of Taxation System of Pakistan, it is mandatory for individual, corporate and non-corporate sectors to make the tax compliances online through FBR Web-Portal. The module will meet the needs of participant by preparing them for manual and electronic submission of returns/statements, e-filing procedures, maintenance of records, computation of taxable amounts and day to day practical issues relevant to Income tax, Federal & Provincial Sales Tax Laws.

**LEARNING OUTCOME:**

Upon completion of practical module, participants will be able to:

- Understand the objective of levy of income tax and sales tax and its concept

- Comprehend the requirements of E-filing as per tax laws and rules and consequences for non compliances
- Get comprehensive knowledge of the statutes through hands-on training, practical examples and case studies
- Get confidence in handling day to day matters involved in taxation like; manual and electronic preparation and submission of returns/statements and calculation of taxable figure in complicated cases
- Develop reasonable practical skills for maintenance of records in accordance with the provisions of Income Tax, Sales Tax and, Federal Excise.

**INDICATIVE GRID**

PART	SYLLABUS CONTENT AREA	WEIGHTAGE
A	1. Taxation	30%
B	2. Computation of Tax Liabilities	40%
C	3. Filing of Tax Returns and Statements	30%
<b>TOTAL</b>		<b>100%</b>

**DETAILED CONTENTS**
**PART - A**
**1. Taxation**

- Registration with Tax Authorities
- Maintaining of Tax Records
- Type of taxes and duties including local supplies & services and import & export

**PART - B**
**2. Computation of Tax Liabilities**

- Computation of Tax Liabilities for Individuals, AOPs and Business Organizations

**PART - C**
**3. Filing of Tax Returns and Statements**

- Income Tax
- Sales Tax
- Withholding Tax
- Federal Excise
- Provincial Sales Tax
- Assessment Procedures