



SW PROJECT CONSULTING SDN BHD

(201201015809 (1001320-A))

www.swpc.com.my

HALF-DAY WEBINAR: SERVICE TAX FOR PROFESSIONAL SERVICES AND MANAGEMENT

“ Fresh from the launch of the revised Sales & Service Tax (SST) on September 1, 2018 and amendment in Parliament, it is now an opportunity to review its implementation to iron out problems and gain clarity on issues that have been cropped up in Information Technology Industry ”

This program gives the participants the necessary content to understand the current development for the Service Tax operation in Information Technology industry. It is important for service tax registrants to ensure compliance and avoid unnecessary penalties and increased cost of compliance. The RMCD has also issued amendments to the tax regime on Information Technology industry. Gain an understanding of the latest developments affecting the registrants, including service tax exemption, service tax deduction, imported taxable services and group relief applicable for the information technology service tax registrants.

Who Should Attend

- Accounting Department for service providers
- Tax department
- General management
- Professional Accounting, Auditing & Taxation Firms
- Company Secretarial Companies
- Engineering, Land surveyors and Architect
- Management and venture companies
- Legal Firms
- Holding companies

Content

- Service Tax legislation
- Provision of Taxable Services
- Provision of Non-Taxable Services
- Service Tax Framework
 - o Reporting requirements
 - o Accounting entries for service tax
 - o SST-02 Form
- Imported Taxable Services & SST-02A
- Digital Tax
- Customs Ruling, Remission and Refund Procedures

✓ SST Training

- Essential Excel Skills for Accountants
- Mind Mapping at Work Place
- Project Management
- Forensic Investigation and Fraud Detection
- Chinese Metaphysics

Training Fees MYR**350**/pax
(HRDF Claimable)

Optional MYR**50**/pax
(including courier printed training material and certificate of attendance)

Date 20 / Nov / 2020 (Friday)

Time 10.00am ~ 12.00noon
14.30pm ~ 16.30pm

Venue Online Webinar
(Link will forward before training)



Course Leader:

Stanley Wong

Stanley Wong is a chartered accountant, PMP, member of Malaysian Institute of Accountants and HRDF certified trainer. Being a regular speaker on SST, he delivers training on SST mechanism, GST | SST System Changes; focus on SST governance, review and compliance perspective. He attended GST and VAT Training in Singapore and UK. He is the pioneer to bring overseas compliance practice to enlighten local businesses. Some of these overseas practices such as data analytics are critical to verify the compliance level of GST | SST registrants in Malaysia.



ThinkBuzan

License Instructor

Certified Professional Trainer

HRDF Malaysia Training Provider (No.4847)

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SERVICE TAX FOR PROFESSIONAL SERVICES AND MANAGEMENT



Learning Outcomes

At the end of this program, the participants shall gain knowledge on the following:

- **Service Tax legislation**
- **Type of information technology services subject or not subject to service tax**
- **Service Tax Compliance**
- **Remission and Refund Procedures**



Training Methodology

- **Tutorial**
- **Group Discussion**



Syllabus:

Morning 10:00 ~ 12:00	Afternoon 14:00 ~ 16:00
Service Tax Legislation & Mechanism <ul style="list-style-type: none"> ❖ Service Tax Act, Regulation, Order and Policy ❖ Service Tax Mechanism <ul style="list-style-type: none"> ○ Registration ○ Facilities ○ Special Rules ○ Penalty for late payment ❖ Service Tax Guide and Important FAQ for Professional Services and Management Industry <ul style="list-style-type: none"> ○ General Guide on Service Tax ○ The family of Group G ○ Management Services ○ Professional Services ○ Consulting Services ○ Training & Coaching ○ Provision of non-taxable services 	Imported Taxable Services <ul style="list-style-type: none"> ❖ Scope of Imported Taxable Services ❖ Guide on Imported Taxable Services ❖ Case studies on Imported Taxable Services Special Service Tax Treatment <ul style="list-style-type: none"> ❖ Reimbursement and Disbursement ❖ Connected Person for Free Service ❖ Intragroup and Intergroup Management Fee ❖ Service Tax Exemption Service Tax Policy Updates <ul style="list-style-type: none"> ❖ Service Tax Policy 2019/2020 ❖ Updates on service tax exemption and deduction from imported taxable services ❖ Updates on group relief Preparing SST-02 Form <ul style="list-style-type: none"> ❖ Preparing and Reporting in MySST and SST-02 ❖ SST-02 submission
Service Tax Administration <ul style="list-style-type: none"> ❖ Invoice, receipt, professional bill, debit note and credit note format and requirements ❖ Accounting entries for service tax <ul style="list-style-type: none"> ○ Provider ○ Receiver ❖ Bad debt entries <ul style="list-style-type: none"> ○ Bad debt administration ○ Bad Debt Claim for Service Tax ○ Bad Debt Recovery for Service Tax 	Service Tax Compliance Miscellaneous Topics: <ul style="list-style-type: none"> ❖ Customs Ruling ❖ Remission, Refund and Appeal Procedures MySST Portal <ul style="list-style-type: none"> ❖ Latest information on MySST Portal

**Syllabus may subject to change according to the latest information on Sales Tax and Service Tax announcement.

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Training Registration Form

Please complete this form and send to e-mail address below for training registration. The administrator will liaise with you to confirm the training details and payment options.

SW Project Consulting Sdn Bhd

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 • 46350 Petaling Jaya • Website: www.swpc.com.my
 • For Attention: Stanley Wong
 • Email: stanley.wong@swpc.com.my or training@swpc.com.my or seminar@swpc.com.my

SST Training

Web: www.swpc.com.my
www.gstsystemchanges.my
www.swprojectconsulting.com.my

Payment Options:
 Cheque; Online and Giro Transfer

Training Type

Course name

Course Code

Target Date

Venue

Price

Half-Day Webinar Training		
Webinar – Service Tax for Professional Services and Management		
SST201120SWP		
<input type="checkbox"/> Nov 20, 2020 (Friday)	<input type="checkbox"/>	
Online Meeting ZOOM Application – Link will forward prior to training		
MYR350 per delegate (4 hours Webinar Training)		
(Optional: Training manual and certificate of attendance MYR50)		



Delegate's Particulars

Name

Job Title

Organization Name

Organization Address

Contact Details

Organization Web Site:

Contribution to HRDF:

HRDF SBL Scheme Claim:

City:	State:	Post Code:
Phone:	Fax:	Email:
<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<input type="checkbox"/> Yes	<input type="checkbox"/> No	

HRDF:

Please scan this public training registration form to stanley.wong@swpc.com.my or training@swpc.com.my or seminar@swpc.com.my. SW Project Consulting Sdn Bhd is a HRDF registered training provider (4847). This training program is eligible for HRDF-SBL.

 Name and Date

 Signature and Company Stamp

Terms and Conditions:

- SW Project Consulting Sdn Bhd reserves the right to change the training date and venue based on the required number of quorum with notice given in advance. Kindly make full payment via online.
- Any cancellation or payment made before the event is not refundable. Substitute delegate is allowable.
- Please transfer the payment to Maybank 514196636249 and provide proof of payment.