

TAX SERIES

2006 Sessions
Fully Sold



One-Day Workshop

To Assist You on Preparing
2007 FORM EA

GET IT RIGHT
Before You Are Audited By IRB

Date:
19 December 2007
Wednesday

Venue:
Hilton Hotel
Petaling Jaya

Taxation for Employer
& HR Manager

Organized by:

globalAcc
Research & Training
Sdn Bhd(755452-D)

Co-organized by:

FPLC
Federation of Public Listed Companies Bhd

Supported by:



One-Day Workshop

Limited
Seat !!

Taxation for Employer & HR Manager

-Understanding Tax Provisions and Public Rulings on Employment
Income & Employee Benefits For Completing **Form EA For 2007**

Date : **19 December 2007** (Wednesday)

Venue : **Hilton Petaling Jaya**

The employers have important responsibilities under the Income Tax Act 1967 including monthly deduction & payment of PCB and yearly filing of Form E and issuance of Form EA to the employees. Mistakes made are likely to be picked up during tax audits and penalties and compounds can be expected. There is no doubt that this is an issue that needs to be managed. The key objective of this workshop is to discuss the essential points and issues relating to the tax provisions and Public Rulings (PR) on employment income and employee benefits for purposes of completing Form EA for 2007.

The speaker, with his 17 years of service in IRB, 4 years in tax practice and his present research and lecturing role in university, will go through and discuss key issues in every section of the EA Form and the relevant laws and Public Rulings. You will certainly benefit from his tax background.

Benefits of attending this workshop :

Participants will acquire relevant knowledge that are useful l

- to avoid or minimize mistakes in completing Form EA
- to design remuneration package and employee benefits that are tax efficient to the employees as well as the company

Who should attend this workshop :

- Directors, Proprietors & Office Managers
- HR Managers, Payroll Managers & Executives
- Tax Agents / Managers / Executives
- Accountants / Finance Managers / Accounts Executives
- Audit partners / seniors / staffs
- Company secretaries & admin executive

Time

Workshop Outline

8.30am	Registration
9.00am	Responsibilities of Employer under ITA : <ul style="list-style-type: none">• Form E and EA• STD and Form 39• Expatriates Tax• Penalties and Offences
10.30am	Coffee Break
10.45am	Form EA & Tax on Employee Benefits: Cash Benefits - S 13(1)(a) PR on Perquisites PR on Tax Allowance PR on Employee Share Option Scheme
1.00pm	Lunch
2.00pm	Benefits in Kind - S 13(1)(b) PR on Benefit in Kind PR on Leave Passage
3.30pm	Coffee Break
3.45pm To 5.00pm	Other Benefits - S 13 (1)(c), (d) & (e) PR on Living Accommodation Benefit Pension and annuity Deductions, Compulsory Contributions to Approved Funds, Payment in Arrears

WORKSHOP FACILITATOR

Ong Gim Yan – M.Com.(Tax), B.SC.(Hons), is currently an Assistant Professor in Taxation with the University Tunku Abdul Rahman. He was a Tax Manager with Deloitte for 4 years where he was involved in tax advisory, tax audits and consultancy services for local and multinational companies. He was also with the Inland Revenue Board (IRB) for 17 years and there he worked in various divisions in the IRB including tax audits. He is also an examiner to a few professional bodies and has spoken frequently on tax subjects for various organizations. This unique background enables him to have a balanced view of the tax issues from different perspectives – the authority, the theory and the practice.

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**HRDF-
SBL
Claimable**

REGISTRATION FORM

Date: 19 December 2007

Venue: **Hilton**
Petaling Jaya

Taxation for Employer & HR Manager - Completing 2007 Form EA

Fee & Terms

	Normal Rate	Early Bird**
Public/Normal	RM610	RM535
Members of FPLC	RM550	RM475
Members of MEF	RM550	RM475
Smaller practitioners*	RM550	RM475
Group / Bulk Purchase	8% discount for 3 rd seat onward	

Seminar fee inclusive of seminar materials, welcome drink, 2 tea break with snacks and one lunch.

* Smaller practitioners refer to CA firms with less than 10 staffs
** Early Bird rate apply to registration received 14 days before event date

Parking

Parking at Hilton PJ is at a fixed rate of RM8.00

Cancellation

Cancellation is not allowed but substitute delegate is welcome at any time at no extra charge if you are unable to attend. Notice of replacement must be made in writing.

Programme Changes

The Organizer reserves the right to amend or cancel the event.

Payment

Payment by cheque should be made to

(a) for non FPLC participants: Cheque is to be payable to Globalacc Research & Training Sdn Bhd or bank in to **PUBLIC BANK** 3139684822

(b) for FPLC members: cheque is to be payable to Federation of Public Listed Companies Bhd or bank in to **MBB** 514196317933
(fax over your bank in slip)

Participant Info

Contact Person _____

Company Name(for members of FPLC, indicate membership no.) _____

Tel _____

Fax _____

E-mail _____

Address: _____

Signature _____

Company Stamp _____

Participant Details:

(1) Name & Designation _____

(2) Name & Designation _____

(3) Name & Designation _____

Note : **Certificate of Attendance** will be issued . CPE hour for members of professional bodies is subject to verification and approval of the respective bodies.

Register To:

For FPLC Members:

Fax or send your registration form to :

Federation of Public Listed Companies Bhd

FAX : 7954 3299 Email : wannaman@fplc.com.my
TEL : 7956 3752 (Contact Person : En Wan Raman)

Address :

1108, Block B, Pusat Dagangan Phileo Damansara 2, No 15, Jalan SS16/11, Off Jalan Damansara, 46350 Petaling Jaya, Selangor
www.fplc.com.my

For All Others:

Fax or send your registration form to :

globalAcc Research & Training Sdn Bhd

FAX : 7880 3009 Email : khgoh_co@streamyx.com
or gkh2001@tm.net.my

TEL : 7880 3028 (Contact Person: Ms Tan/Ms Chew)

Address :

J-1-19, Jalan PJU 1/43, Aman Suria Damansara, 47301 Petaling Jaya, Selangor. www.globalacc.com