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COURSE BROCHURE

# Tax Compliance and Accounting Controls Training Course

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Manama

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Registered in the United Kingdom and Saudi Arabia

# Tax Compliance and Accounting Controls Training Course

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Tax Compliance and Accounting Controls is a 1-week training course for accountants and finance officers who prepare tax provisions, keep tax records and meet filing deadlines, and it ends with a tax compliance calendar and control checklist for their own entity. Growing scrutiny by tax authorities and auditors means late filings, unreconciled balances and missing evidence now carry real cost. Jupiter Prime Training delivers this course on tax compliance and accounting controls.

## Why Tax Compliance and Accounting Controls Matters Now

Tax authorities are moving to electronic invoicing and data-matching, so ledger errors surface faster. Auditors and audit committees expect tax balances backed by reconciliations and documented judgements, while leaner finance teams need filing duties owned clearly rather than held in one person's memory. An entity that handles this well files on time and explains its tax charge; one that handles it badly faces penalties, interest and restatements. The course rests on internal control logic: clear owners, preventive and detective checks, and retained evidence.

## Who Gains Most from Tax Compliance and Accounting Controls

- Staff who post tax entries and maintain indirect and direct tax ledger accounts
- Officers who prepare periodic returns and track submission and payment deadlines
- Accountants who compute current and deferred tax provisions at period end
- Finance officers who reconcile tax balances to returns, statements and authority accounts
- Controllers who answer auditor and tax authority requests for supporting records

Teams sending preparer, reviewer and close owner together gain most, as hand-offs then match reality.

## Tax Compliance and Accounting Controls Capabilities

Participants turn tax obligations into dated tasks, reconciled balances and traceable evidence.

- Map each tax obligation to its filing, payment and record-keeping deadline — the finance manager scheduling the close
- Calculate current tax and deferred tax provisions from accounting profit — the period-end sign-off
- Reconcile tax ledger balances to filed returns and authority statements — the reviewer approving the return
- Design preventive and detective controls over tax data — the controller owning the control register
- Build an audit-ready tax file with source evidence and judgements — the external auditor and tax inspector
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Communicate tax exposures and open items clearly — the finance director and audit committee

## Key Tax Compliance and Accounting Controls Terms

- Tax provision — tax recognised in the accounts on the period's profit, current and deferred.
- Deferred tax — tax effect of temporary differences between accounting values and tax bases.
- Filing calendar — a dated schedule of every return and payment owed, each with an owner.
- Tax reconciliation — a working paper agreeing ledger tax balances to returns and authority statements.
- Audit trail — linked documents tracing any return figure back to source transactions.
- Tax control — a defined check, with owner and frequency, preventing or detecting tax errors.

## Tax Compliance and Accounting Controls Day by Day

## Day 1: The Tax Landscape of the Accounting Function

- Tax Obligation Inventory — Which Direct and Indirect Taxes Apply to the Entity
- Electronic Invoicing and Real-Time Reporting Trends — Effect on Ledger Accuracy
- Roles of Preparer, Reviewer and Approver — Clear Ownership of Each Filing
- Chart of Accounts Mapping for Tax Codes — Reliable Extraction of Return Figures
- Penalty and Interest Exposure Review — Prioritising the Highest-Cost Obligations First

## Day 2: Tax Provisions and Period-End Entries

- Current Tax Computation From Accounting Profit — Adjustments Needed for Taxable Profit
- Temporary Differences Schedule — Recognising Deferred Tax Assets and Liabilities
- Effective Tax Rate Bridge — Explaining the Tax Charge to Management
- Uncertain Tax Positions Log — Documenting Judgements and Supporting Evidence
- Provision True-Up After Filing — Correcting Prior Estimates in the Ledger

## Day 3: Filing Calendars and Record Keeping

- Filing and Payment Calendar Design — Deadlines, Owners and Lead Times
- Record Retention Rules and Document Index — What Must Be Kept and Where
- Invoice and Withholding Evidence Checks — Supporting Input Credits and Deductions
- Return Preparation Workpapers — Linking Each Box to Ledger Sources
- Submission Confirmation Tracking — Proving On-Time Filing and Payment

## Day 4: Reconciliations and Control Testing

- Ledger to Return Reconciliation — Identifying Timing and Classification Differences
- Authority Account Statement Matching — Clearing Unapplied Payments and Credits
- Preventive Controls on Tax Codes — Stopping Errors at Transaction Entry
- Detective Review Controls and Exception Reports — Catching Errors Before Submission
- Control Walkthrough and Evidence Sampling — Testing Whether Controls Actually Operate

## Day 5: Practising the Tax Compliance Calendar and Control Checklist

- Audit-Ready Tax File Assembly — Answering Auditor and Inspector Requests Quickly
- Tax Query Response Protocol — Consistent Replies to Authority Information Requests
- Provision and Reconciliation Case Review — Applying Days Two and Four Together
- Obligation Inventory Refresh — Applying Day One Mapping to a Case Entity
- Tax Compliance Calendar and Control Checklist — Completing the Work Product

## Applying Tax Compliance and Accounting Controls After the Course

- Reconcile the latest filed return to the ledger and log each unexplained difference with an owner.
- Present the filing and payment calendar to the finance team, agree preparer and reviewer for each return, and add it to the monthly close timetable.

## Tax Compliance and Accounting Controls Questions FAQ

### What is tax compliance and accounting controls, and why does it matter now?

Tax compliance and accounting controls means recording, reconciling and filing taxes accurately, on time and with evidence. It matters now because data-matching exposes ledger errors quickly.

### Which roles gain most from tax compliance and accounting controls training?

Accountants and finance officers who post tax entries, prepare returns, compute provisions and reconcile balances gain most, along with controllers who answer auditor requests.

### How does tax compliance and accounting controls training differ from a tax planning course?

It focuses on records, provisions, reconciliations and on-time filing inside the accounting function, whereas a tax planning course covers structuring, incentives and cross-border rules.

## What do you bring back from tax compliance and accounting controls training?

You bring back a tax compliance calendar and control checklist for your entity, listing each obligation, deadline, owner, reconciliation and control.

## Tax Compliance and Accounting Controls: The Way Forward

The tax compliance calendar and control checklist first informs who prepares and reviews each return in the coming close. Preparers, reviewers and the finance manager use it to track deadlines, reconciliations and evidence. After the first filing cycle, revisit which controls caught errors and which added effort without value, then adjust the checklist so it stays light and dependable.