DOT Gazette

Visit of Member Inland Revenue

Member Inland Revenue Mr. Khawar Khurshid Butt visited Directorate General of Training and Research (Inland Revenue) Lahore on April 16th 2011 to evaluate the training activities and to interact with the Probationary Officers of 37th Specialized Training Programme. He was given a warm welcome by Director General, Director and Faculty members of DOT.

Director General DOT Mr. Shahid Nasim, in his welcome address emphasized the need of training and research for the young officers for successful career to become efficient tax collectors. Ms. Sameera Yasin Director DOT Lahore in her address dilated upon the training activities and the facilities being provided to the young officers. She mentioned that best possible measures have been taken to train the probationary officers keeping in view the challenges that lie ahead. She added that DOT faculty is trying to make the stay of young officers at DOT purposeful and comfortable.



Member Inland Revenue (IR) in his address expressed the expectations of Federal Board of Revenue from the young officers. He mentioned that the country is passing through crucial times and it needs the support and professional skills of new officers to overcome the economic crises. Revenue collection is prerequisite for self reliance and independent economic policy making. Government needs revenues to meet the existing challenges and all eyes are focused on FBR, especially on the young and energetic new officers. After the address, Member(IR) answered the question of probationary officers in a candid way to satisfy the queries regarding reform process and newly formed Inland Revenue Service.

INSIDE THIS ISSUE

Page-1
Visit of Member Inland Revenue

Page-2
Visit of Member Administration

Page-3
Presentations by Research Syndicates of 37th STP

Page-4,5
Overview of 37th STP

Page-6
Performance of DOT(IR), Karachi.

Page-7
Performance of DOT (IR), Islamabad & DOT(Hqts), Lahore.

Page-8
Pictorial - Visit of Mangla, Rupali Polyester and Hiran Minar











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DOT Gazette

EDITORIAL

It gives me great pleasure to present the DOT Gazette 33rd Edition. Imparting quality training for the work force of Inland Revenue is the hallmark of DOT. Discovering ones potential is important to succeed in life and this objective has always been a source of inspiration, in organizing activities at DOT. As usual, DOT (IR) remained the hub of training activities. It ranged from hectic schedule of ongoing STP, in-service trainings for the officers and staff and also visits of senior officers from FBR Islamabad.

The 37th STP after successful completion of their specialized training passed out on 28th April 2011. The batch during its stay at DOT underwent multidimensional training. The special event introduced during this STP was the conduct of Research presentation week. For the whole one week the preparations were made for the presentations. The event was arranged in the Auditorium, during which each syndicate presented the report and defended its point of view. The whole event was marked with grace and candor. In the academic circles this activity was widely appreciated..

DOT in its present outlook is only because of the persistent efforts of the officers and staff that have remained in DOT and those all who are presently serving. Each incumbent in his /her capacity has given its best. Up gradation of sports facilities and construction of new floor at academic block remained in full swing during the past months. Hopefully soon we will see them operational.

Visit of Member Administration to examine training facilities and ongoing projects

Member Administration FBR, Mr Tahir Raza Naqvi visited Directorate General of Training and Research (IR) Lahore on 30th April 2011 to examine the training facilities and on going projects at DOT Lahore. He was given a warm welcome by the Director General, Mr Shahid Nasim and faculty members. Project management team from FBR was also present on the occasion. After a briefing about the training programmes and projects, Member Admin along with his team took a tour of the DOT premises and on going construction projects to examine the progress.









DOT Gazette

Presentation by Research Syndicates of 37th STP





Research based studies are an integral part of modern and progressive academic institute. Directorate General of Training and Research (IR) has taken up the task of research of current and fiscal issues. Therefore it was decided to incorporate research in all specialized training programs. This group research activity will mobilize the collective intelligence and improve the investigative skills of the officers.

The strict definition of research is performing a methodical study in order to prove a hypothesis or answer a specific question. Finding a definitive answer is the central goal of any experimental process. Research must be systematic and follow a series of steps and a rigid standard protocol. These rules are broadly similar but may vary slightly between the different fields. Research must be organized and undergo planning, including performing literature reviews of past research and evaluating what questions need to be answered.

Any type of 'real' research, whether scientific, economic or historical, requires some kind of interpretation and an opinion from the researcher. This opinion is the underlying principle, or question, that establishes the nature and type of experiment. Defining research objectives is the most important step in designing research plan and the major objective of introducing research activity for specialized training programme was to develop the investigative techniques and enhance the knowledge of probationary officers on economic and social issues.

A new segment of presentation by research syndicates was introduced for 37th Specialized Training Program. Six research papers were prepared by Syndicate Groups of 37th STP on the following topics:

Syndicate 1 Unprecedented floods and its impact on fragile economy of Pakistan.

Syndicate 2 Integration of Income Tax, Sales Tax and Federal Excise under Inland Revenue Issues and prospects towards optimum revenue.

Syndicate 3 Role of Agricultural Income Tax in Broadening of Tax base.

Syndicate 4 Sectoral analysis of sugar industry with special reference to price hike.

Syndicate 5 Tax to GDP ratio Measures for improvements.

Syndicate 6 Telecommunication sector its contribution to FBR revenues, problems and issues.

Presentation week was organized from 18th to 23rd April 2011. During the first three days all syndicates prepared presentation on their research papers and in the last three days, syndicate groups gave presentations on their research topics in Waheed Auditorium. Director General and Director DOT presided the ceremonies. All probationary officers participated and demonstrated their public speaking skills and precisely outlined the research objective. During question and answer session the young officers were very responsive and managed to handle the difficult questions. Director General DOT gave them guidelines wherever required and they truly benefited from his crisp, informative and analytical comments. Research activity and presentations improved the knowledge and investigative skills of the young officers and they prepared some useful research papers.





DOTGazette

Presentation by Research Syndicates of 37th STP













DOT Gazette

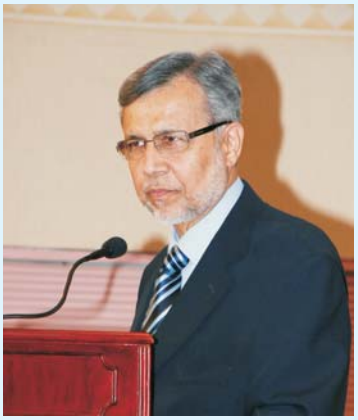
Overview of 37th Specialized Training Programme at DOT, Lahore

The probationary officers of Inland Revenue Service belonging to 37th batch joined Directorate General of Training and Research (Inland Revenue), Lahore on 6th Oct, 2010. The probationary officers were accorded a warm welcome in keeping with the traditions of DOT. The Specialized Training Programme of 38 probationary officers spanning over more than six months concluded with their final passing out on 28th April, 2011. The main objectives of this specialized training programme were to inculcate professional skills and managerial qualities that can enable them to discharge their official obligations as motivated and vibrant officers of Federal Board of Revenue.

In order to achieve this goal, the probationary officers were equipped with concepts and techniques of not only Income Tax law, Accountancy, Information technology, Office Procedure, books of accounts but Sales tax and Customs Act were also taught to enable them to work efficiently in integrated system of Taxation. For this purpose, the best teaching faculty was arranged from within and outside the department. The theoretical concepts were further elaborated by a series of extension lectures arranged by Director General, DOT. First extension lecture was delivered by Mr.Abdul Wadood Khan, ex-D.G, DOT on reform process of FBR. Other eminent Personalities including Mr.Shoaib Suddle, Mr, Asim(F.C.A),Mr.Muhammad Siddique enlightened the probationary officers on subjects like working of the office of Federal Tax Ombudsman, Arms length transactions, Double Taxation treaty and Constitutional articles governing revenue collection.

In addition to the visit of RTO, Lahore, the probationary officers were also given exposure to practical working of the major stake holders of FBR by arranging their visits to Lahore Chamber of Commerce and Rupali Polyester. The keen interest of the offices was noticed by their active participation in the question answer session of these visits. The communication skills of the probationary officers were also enhanced by mandatory weekly public speaking classes in which all officers were required to present their views on various topics.

Research is a core activity to cope with the pressure of changing policies due to ongoing reforms, plug loopholes in revenue collection process and tap new avenues of revenue collection. DOT has taken care of this component by giving almost 1/5th weightage to research activities at DOT. Research topics ranging from tax to GDP ratio, impact of floods on the economy, taxation of agriculture sector, impact of integration of all taxes in Inland revenue, sectoral analysis of sugar and telecommunication industry were duly assigned to six syndicate groups of 37th STP. Due to the personal guidance of D.G, DOT, Mr.Shahid Naseem and syndicate advisors, the probationary offices prepared comprehensive research papers which were formally presented by each syndicate during the syndicate presentation week. This activity was highly appreciated by the audience.



A multidimensional training at DOT also gave due consideration to the non-academic activities of 37th STP by encouraging their creative skills in Mess nights and their sportsman spirit in the games. A few recreational visits to Hiran Minar and Mangla were also arranged to provide them a relief from hectic training schedule. Due to the dedication and commitment of D.G, Director and the faculty members of DOT, 37th Specialized Training Programme was a success in terms of curricular and extra-curricular activities and that was equally admired by probationary offices and their parents













DOT Gazette

Performance of DOT, Regional Directorate, Karachi During the year 2010-11

The DOT (Inland Revenue) Regional Office, Karachi has been contriving to improve the training methodologies and techniques by incorporating contemporary principles of training. Keeping in view the changing needs of our organization, it is imperative that need based, job specific, training courses, are designed and conducted for Inland Revenue Service officers and officials.

The sub-office, Karachi, is catering to training needs of approximately, 2500 officials and more than 250 officers of (BPS-16 to 19) from Karachi, Hyderabad, Sukkur, Quetta, which constitutes largest workforce of Inland Revenue Service in Pakistan.

In order to improve the quality of training and for conducting better training, the record of the officials and officers is being computerized on a newly designed bio-data form. This form not only has the personal details, but also gives a very clear picture of an official/officers skills, requirements and training history. This will help in selecting relevant individuals for job specific trainings, taking in cognizance their existing qualifications and skills. Till date, data of all 250 officers has been updated and data of 1000 officials out of 2500 officials has been updated.

In the context of the ongoing trainings DOT, Karachi has been conducting "Refresher Courses on Sales Tax & Federal Excise Duty", for Inspectors/Auditors, Superintendents/Supervisors, UDCs/LDCs. A total of 22 courses have been conducted and 389 officials have been imparted training on Sales Tax and Federal Excise Duty.

Similarly, "Orientation Courses on Income Tax Ordinance-2001," for Officers of Sales Tax and "Orientation Course on Sales Tax Act-1990 & Federal Excise Act-2005," for officers of Income Tax has been organized. A total of 14 courses have been conducted in which 207 officers out of 250 officers have been trained.

Besides, these routine trainings various other workshops have also been organized by DOT (Inland Revenue) Regional Office, Karachi. A workshop on legal issues for officers of Inland Revenue has been conducted; a batch of 16 officers attended the course.

A series of 3 days workshop on "Orientation of Sales Tax & Federal Excise Issues" for officers of BPS-19 of Inland Revenue was conducted in 3 batches, during the month of April & May-2011. The objective of workshops was to keep the officers relevant and abreast with contemporary issues in implementation of Sales Tax Act-1990 and Federal Excise Act-2005. The Chief Commissioner, Large Taxpayer Unit, Karachi, specially appreciated the effort and emphasized on making such workshops on Sales Tax Act-1990 & Federal Excise Act-2005, a continuous feature for officers posted in Large Taxpayer Unit, Karachi.

In continuation of this training initiative, a workshop for Commissioners Inland Revenue (BPS-20) was also organized on "Orientation of Sales Tax & Federal Excise Issues". The objective of conducting these workshops was successfully met as the feedback of participants was very appreciative. All the workshops were highly interactive and valuable.



As for the future trainings a schedule has been prepared .The training planner for next financial year includes trainings on topics pertaining to functional areas of Department, i.e. Legal, Enforcement, IP &TFD . A pilot training on oracle has been custom designed for the KPO (Key Punch Operators) to enhance their information processing skills.

Another important aspect of a training institute is the research work in the perspective of investigation and effective taxing of the important manufacturing sectors including Textile, Oil, Pharmaceutical, Steel, Automobiles etc.

It is important to have comprehensive knowledge about the manufacturing processes of industries and the subsequent bye products being produced and utilized. The research work should be made part of training curriculum for not only tax probationers, but for field officers during on job trainings.

Similarly, case studies and good orders are in process of being combined and will be made part of on job training courses.





DOTGazette

Performance of DOT, Islamabad during the year 2010-11

Directorate general of Training & Research (Inland Revenue) is consistently working to improve the professional capacity of officers/officials. During the period from July to June 2010-11 different refresher training courses were conducted for officers and staff of Inland Revenue, 35 courses were conducted on Income Tax and Sales Tax law for officers and officials and 499 participants attended these training programmes. 17 training courses on information technology were arranged for 230 officials of Inland Revenue . After integration of Income Tax and Sales Tax Department into Inland Revenue it was imperative to train the officials from both the departments. Modules of training included all important provisions of Sales Tax and Income Tax Law Audit techniques and Accounting principles.

Refresher Courses are regularly being conducted at Islamabad regional directorate as per directions of Head Office which cover the Law of Sales Tax/Latest amendments in Income Tax Law and information technology. Moreover Computer Proficiency test of 124 officials under IJP have also been conducted at DOT, Islamabad.

Performance of DOT, (Hqrs) Lahore during the year 2010-11

Over the years Directorate General of Training & Research has evolved in a progressive and efficient goal oriented organization and has accepted the challenges of changing times. Due to recent merger of Income Tax and Sales Tax Departments into Inland Revenue it is important to provide insight into the relevant laws and rules of Income Tax, Sales Tax and Federal Excise Duty to the officers and officials of both the departments, so as to equip them to discharge their responsibilities in an efficient manner.DOT faculty considers training of non-gazetted staff, an essential part of the reform process therefore refresher courses for officials of BS-7 to BS-15 are made a regular feature to enhance the professional skills for tax collection. During the financial year 2010-2011 seventeen different courses of five days duration were conducted at DOT headquarters in Lahore. Training module of the courses was based on Book Keeping, Income Tax Law, Sales Tax Laws, Budget making and Service Rules. Following cadres of officials attended these courses:

1.Audit Officers
2.Inspectors
3.Superintendents / Supervisors
4.UDCs/LDCs.

DOT faculty is also working to identify the gap between the existing and required skills and keeps on updating the training modules according to the changing work environment of field offices. Training of staff will help to ensure optimum utilization of human resource to meet the challenges that lie ahead.





"Research is to see what everybody else has seen, and to think what nobody else has thought" Albert Szent Gyorgi

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Pictorial - Visit of Mangla, Rupali Polyester and Hiran Minar











