

# Tax Agents Under Section 153(3) of the Income Tax Act 1967

Date : 23 July 2020, Thursday  
Venue : The Saujana Hotel, Subang  
Time : 9.00 am – 5.00 pm  
Event Code : 20WS/040

This workshop seeks to focus on the integral role played by tax agents, tax consultants or tax advisers in the self-assessment system in Malaysia, defining the roles and responsibilities it entails as well as the preparations behind the successful handling of an interview for approval or renewal under Subsection 153(3).

## Focus Areas:

1. Role and responsibilities of tax agents under the self-assessment regime
2. 7 key essential requirements for all tax agents
3. Importance of getting clients' tax matters right the first time
4. Meaning of reasonable care / arguable position
5. Tax agent's risks under ITA 1967
6. Guide to handling an interview for approval/renewal under Subsection 153(3)

## Speaker's Profile:

**Karen Koh Sai Tian** has served more than 35 years with the Inland Revenue Board of Malaysia where she has handled Personal Tax, Corporate Tax, Real Property Gains Tax and Stamp Duty. She has vast experience as a tax auditor, investigator and trainer at various Branches/ Divisions of IRBM. Her career has included stints as Director of the Investigation Centre in Kluang, Johor, Co-ordination Director at the Putrajaya State Director's Office as well as Director of Special Division at the Large Taxpayer Branch. Her final posting was as Director of IRBM's Large Taxpayer Branch.

She has also been a regular speaker at various in-house and external events hosted by IRBM as well as invited speaker at a number of organisations. Karen holds a Bachelor of Accounting from University Malaya. She is a Chartered Accountant of MIA, Fellow Member of CTIM, Certified Training Professional (ARTDO), Certified Fraud Examiner (ACFE, Austin, Texas), Certified System Investigator (ACSI, Singapore), Certified Financial Planner (FPAM) and a Registered Tax Agent.

Please note that the CPD points awarded qualify for the purpose of application and renewal of tax agent license under Section 153, Income Tax Act, 1967.

Please present your identification card upon registration and collection of certificate of attendance for verification purposes. Registration and collection of the certificate of attendance on your behalf is not allowed.

**Face-to-Face Training During the COVID-19 Pandemic**  
The face-to-face training will be conducted according to the COVID-19 Standard Operating Procedure (SOP) and guidelines issued by the authorities.

## Registration Form

Please retain original copy for your records. | Please photocopy for additional delegates. | Registration can be made via fax.

### Tax Agents Under Section 153(3) of the Income Tax Act 1967

#### Registration Fees

- CTIM/ACCA Member RM424.00  
 Member's Firm Staff RM530.00  
 Non-Member RM636.00

\*The above registration fees are inclusive of 6% Service Tax effective from 1 March 2019.

- \* Seats are limited and based on first-come, first-served basis
- \* Registration of participants will be confirmed upon registration, receipt of full payment or an acceptable employers guarantee and settlement of previous outstanding dues.
- \* All outstanding payment must be received on or prior to the date of the event for participants to be allowed to attend. The Institute reserves the right to cancel the registration if no payment is received prior to or on the date of the event.
- \* Walk-in participant registration and attendance is subject to availability of seats and full payment.
- \* Certificate of attendance will only be released upon participant signing the attendance register before 10.30am, full attendance and after completion of the event.

#### Enquiries



Tel: 03-2162 8989  
 Fax: 03-2162 8990  
 03-2161 3207  
 Email: cpd@ctim.org.my



B-13-1, Block B, Level 13, Unit 1,  
 Megan Avenue II,  
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 50450 Kuala Lumpur

#### Contact Person:

Ms Zaimah (ext 119 / zaimah@ctim.org.my)  
 Ms Yus (ext 121 / yusfariza@ctim.org.my)  
 Ms Jaslina (ext 131 / jaslina@ctim.org.my)

#### Participant's Contact Details

Full Name : \_\_\_\_\_

Company : \_\_\_\_\_

I/C Number : \_\_\_\_\_

Designation : \_\_\_\_\_

Membership No :  CTIM \_\_\_\_\_

Tel : \_\_\_\_\_

ACCA \_\_\_\_\_

Fax : \_\_\_\_\_

Member's Firm Staff \_\_\_\_\_

Email : \_\_\_\_\_

Company Address : \_\_\_\_\_

Mobile : \_\_\_\_\_

Vegetarian

#### Payment Method

- Online Payment via JomPAY



Bill Code: 21790  
 Ref-1: Event Code  
 Ref-2: Mobile Number

JomPAY online at Internet and Mobile Banking with your Current, Savings or Credit Card account

- Cash for Amount of RM \_\_\_\_\_

- Cheque No. \_\_\_\_\_  
 For Amount of RM \_\_\_\_\_

\*All cheque should be made payable to "CTIM-CPE"

- MASTER / VISA Credit Card

For amount of RM \_\_\_\_\_

Card No

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Expiry Date

Authorised Signature

(month/year)

Cardholder's Name ( as per credit card )

#### Replacements

Please note registrations for the event are not interchangeable but replacements are acceptable. Please notify us at least three days prior to the event if you intend to send a replacement. CPD points will be allocated to the designated attendee. If the replacement is not a Member but a Member's Firm Staff or Non-Member, the appropriate fees will apply.

#### Cancellations

The Chartered Tax Institute of Malaysia must receive cancellations in writing five working days prior to the event. Refund amount is subject to deduction of administration and finance charges. No refund will be given for cancellations received within less than five working days of the event.

#### Confirmation of Registration

The confirmation letter will be emailed 5 days before the commencement of the event upon receipt of full payment. In the event you do not receive the confirmation letter 5 days before the event, please contact us immediately.

#### Disclaimer

The Organiser reserves the right to change the speaker, date, venue or to cancel the event if the number of participants is less than 20. A minimum of 3 days notice will be given.

#### Recording

Video / Sound recording is strictly prohibited.