| Mix Language (Hindi + English)Detail Content of 30 Hours GST Certificate CourseOnly for SGST / CGST Officer1st Batch - Saturday and Sunday at 7.30 - 9 PM |                          |  |              |  |  |  |  |      |                          |  |              |   |
|---|--------------------------|--|--------------|--|--|--|--|------|--------------------------|--|--------------|---|
|   |                          |  |              |  |  |  |  | S.No | Date                     | Торіс  | Duration     | Detailed Coverage   |
|   |                          |  |              |  |  |  |  | 1    | Saturday, 22 April, 2023 | Overview of  | 7.30 to 9 PM | Overview of Balance Sheet   |
|   |                          |  |              |  |  |  |  | 1    |                          | Balance Sheet,<br>P&L and 3CD<br>(Income Tax<br>Audit) |              | Overview of Profit and Loss Account Overview of Cash Flow Statement |
|   | Sunday, 23 April, 2023   | List of the document to be asked for Start of the Audit                  |              |  |  |  |  |      |                          |  |              |   |
| 2   |                          | Importance of documents and  |              |  |  |  |  |      |                          |  |              |   |
|   |                          | Relevance of Ratio / Trend Analysis                                      |              |  |  |  |  |      |                          |  |              |   |
|   | Saturday, 29 April, 2023 | Scrutiny of<br>Return - GSTR<br>3B, GSTR 1                               | 7.30 to 9 PM | Review of GSTR 1 and GSTR 3B   |  |  |  |      |                          |  |              |   |
| 3   |                          |  |              | Linking with GSTR 2A/ 2B/ ICEGATE/ BOE/ GSTR 6/ GSTR 7 etc   |  |  |  |      |                          |  |              |   |
| Э   |                          |  |              | Analysis the relevant table and impact on Outward tax liability  |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Concept of Deemed Supply and Impact on taxliability  |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Case Study on GSTR 9/9C  |  |  |  |      |                          |  |              |   |
| 4   | Sunday, 30 April, 2023   |  |              | Check list for the ready reference of GSTR 9 and GSTR 9C Legal provision   |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Observation and Finding by the Officer<br>Review of GSTR 9 and GSTR 9C   |  |  |  |      |                          |  |              |   |
|   |                          | Scrutiny of  | 7.30 to 9 PM | Linking with GSTR 1 / GSTR 3B  |  |  |  |      |                          |  |              |   |
| 5   | Saturday, 6 May, 2023    |  |              | Analysis the relevant table and impact on Outward tax liability  |  |  |  |      |                          |  |              |   |
|   |                          | Return - GSTR 9,   |              | Concept of Deemed Supply and Impact on taxliability  |  |  |  |      |                          |  |              |   |
|   | Sunday, 7 May, 2023      | GSTR 9C  |              | Case Study on GSTR 9/9C  |  |  |  |      |                          |  |              |   |
| 6   |                          |  |              | Check list for the ready reference of GSTR 9 and GSTR 9C Legal provision   |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Observation and Finding by the Officer   |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Linking of Financial to determine the taxable event - Supply   |  |  |  |      |                          |  |              |   |
| 7   | Saturday, 13 May, 2023   |  | 7.30 to 9 PM | Concept of Taxable Supply / Exempt Supply / Non GST Supply   |  |  |  |      |                          |  |              |   |
| ,   |                          | Linking of<br>Financial with<br>Supply                                   |              | Interplay with Schedule I, Schedule III and Schedule III   |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Linking with GSTR 1 / GSTR 3B and GSTR 9   |  |  |  |      |                          |  |              |   |
|   | Sunday, 14 May, 2023     |  |              | Importance of Schedule III with Reversal of ITC  |  |  |  |      |                          |  |              |   |
| 8   |                          |  |              | Implication of Sheedule II with the relvenat Circulars   |  |  |  |      |                          |  |              |   |
| 0   |                          |  |              | Case Study on the Supply<br>Check list for the ready reference of Supply Legal provision                               |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Observation and Finding by the Officer   |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Linking of Financial to determine the taxable event - Reverse Charge   |  |  |  |      |                          |  |              |   |
| •   | Saturday, 20 May, 2023   | Linking of<br>Financial with<br>Reverse Charge                           | 7.30 to 9 PM | Concept of Section 9(3) / 9(4)   |  |  |  |      |                          |  |              |   |
| 9   |                          |  |              | Interplay of reverse charge with Input Tax Credit  |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Linking with GSTR 1 / GSTR 3B and GSTR 9   |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Importance of Time of Supply with Reverse Charge   |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Case Study on the RCM  |  |  |  |      |                          |  |              |   |
| 10  | Sunday, 21 May, 2023     |  |              | Documentation and its impact on RCM and ITC  |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Check list for the ready reference of RCM Legal provision  |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Observation and Finding by the Officer<br>Linking of Financial to determine the taxable event - Input Tax Credit       |  |  |  |      |                          |  |              |   |
|   | Saturday, 27 May, 2023   | Linking of<br>Financial with<br>Input Tax Credit                         |              | Concept of Sec 16 and other conditions   |  |  |  |      |                          |  |              |   |
| 11  |                          |  |              | Releance and limitation of recent circular 183 on ITC for FY 17-18 and 18-19   |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Linking with GSTR 1 / GSTR 3B and GSTR 9   |  |  |  |      |                          |  |              |   |
|   | Sunday, 28 May, 2023     |  | 7.30 to 9 PM | Documentation for ITC, Importance of GSTR 2A   |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Interlinking of ITC with Place of Supply, Impact of cancelation date   |  |  |  |      |                          |  |              |   |
| 12  |                          |  |              | Analysing Fixed Asset Register and Implication on ITC  |  |  |  |      |                          |  |              |   |
| 12  |                          |  |              | Case Study on the ITC  |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Check list for the ready reference of ITC Legal provision  |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Observation and Finding by the Officer   |  |  |  |      |                          |  |              |   |
|   | Saturday, 3 June, 2023   | Linking of<br>Financial with<br>Place of Supply<br>and Time of<br>Supply | 7.30 to 9 PM | Cocnept of Place of Supply and Time of Supplu and interlinking with ITC  |  |  |  |      |                          |  |              |   |
| 13  |                          |  |              | Linking with GSTR 1 / GSTR 3B and GSTR 9   |  |  |  |      |                          |  |              |   |
|   |                          |  |              | Analysis the relevant provision of Sec 10/11/12/13   |  |  |  |      |                          |  |              |   |
|   | Sunday, 4 June, 2023     |  |              | Interlinking with EWAY Bill and important observations   |  |  |  |      |                          |  |              |   |
| 14  |                          |  |              | Case Study on the Place of Supply and Time Supply<br>Check list for the ready reference of POS and TOS Legal provision |  |  |  |      |                          |  |              |   |
| 14  |                          |  |              | Check list for the ready reference of POS and TOS Legal provision  |  |  |  |      |                          |  |              |   |

| 15 |                         | Linking of<br>Financial with<br>Invoice,<br>Accounts and<br>Record | 7.30 to 9 PM | Legal provision for Invoice, Accounts and Record               |
|----|-------------------------|--|--------------|--|
|    | Saturday, 10 June, 2023 |  |              | Linking with GSTR 1 / GSTR 3B and GSTR 9                       |
|    | Saturuay, 10 June, 2025 |  |              | Analysis the relevant provision of Sec 10/11/12/ 13            |
|    |                         |  |              | Interlinking with EWAY Bill and important observations         |
| 16 |                         |  |              | Case Study on the Place of Supply                              |
|    | Sunday, 11 June, 2023   |  |              | Check list for the ready reference of POS Legal provision      |
|    |                         |  |              | Observation and Finding by the Officer                         |
| 17 |                         | Misc Provision   | 7.30 to 9 PM | Value of Supply and Interlinking with Related Party Disclosure |
|    | Saturday, 17 June, 2023 |  |              | Time of Supply and Its impact on liability                     |
|    | Saturday, 17 June, 2025 |  |              | Job Work and E Commerce Transation                             |
|    |                         |  |              | EWAY Bill Relevane for the GST Audit                           |
|    |                         |  |              | Refund related provison and impact on GST Audit                |
| 18 | Sunday, 18 June, 2023   |  |              | Check list of the remaining provision                          |
|    |                         |  |              | Observation and Finding by the Officer                         |
|    |                         | Drafting of IDT-<br>02 and Further<br>Actions                      | 7.30 to 9 PM | Time limit to take the Necessary Action                        |
| 19 | Saturday, 24 June, 2023 |  |              | Applicability of Late Fees, Interest                           |
| 19 | Saturday, 24 Sunc, 2025 |  |              | Leviability of penalty on every observations                   |
|    |                         |  |              | Review of Auditee Reply  |
| 20 |                         |  |              | Drafting the ADT-02  |
|    | Sunday, 25 June, 2023   |  |              | Legal consequencies of any observation overlooked              |
|    |                         |  |              | Q&A  |