

**ACADEMY FOR COOPERATIVE MANAGEMENT RESEARCH
& TRAINING (ACMART)**

Website: www.wbacmart.com

**Hands on Training Programme on GSTN Portal / Income Tax
related Issues for the CEOs and Senior Officials of STCC in
West Bengal**

Day to Day Programme Schedule

Day	Session	Topic	Resource Person
First Day		Registration	
	I & II	Meaning & Scope of Supply, Time & Value of Supply, Invoicing and Maintenance of Accounts & Records	Guest Faculty from Comm.Tax Deptt, GoWB
	III & IV	Concept of Turnover, Input Tax Credit & Reverse Charge Mechanism, Blocked Credit Payment of Tax, Late Fee and Interest Submission of Returns	-do-
Second Day	I & II	Payment of Tax Uploading of invoice in GSTR – 1 Auto Population of GSTR - 2	Guest Faculty from Comm.Tax Deptt, GoWB
	III & IV	Demo and Submission of GSTR – 3B	-do-
Third Day	I & II	Important provisions of Income Tax Act, 1961 as applicable to CCBs- Assessments, submission of returns, TDS, Professional Tax etc.	Consultant, Income Tax, WBSCB
	III	Operational Issues	Faculty from ACMART
	IV	Evaluation & Valediction	Director & FM

