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### Workshop on Income Tax, TDS and GST Norms

Target Group : Senior Officers of all Cooperative Banks  
Date : One day

**Objectives of workshop:**

By the end of the workshop, the participants would be able to:

- Understand the Income Tax/ TDS aspect in detail
- Understand Do's and don'ts in submission of various types of return
- Discuss in detail the filing of return and formats of GST
- Procedural lapses as well as do's and don'ts in filing returns

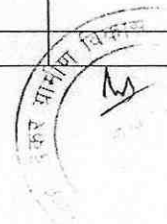
**Contents of workshop:**

The workshop will provide inputs broadly covering the following areas:

- Income Tax/ TDS
- Overview of GST Norms
- Various types of GST returns and its filing
- Deduction under various sections of Income Tax Act.

#### Day-to-Day Schedule

Date	Session	Topic	Name of the Facilitator
DATE	I	Registration and Inauguration	Faculty Members
	II	Income Under Various Heads and its assessment ➤ income under head salary (Allowances, Perquisites, Retirement benefits) ➤ Income under house property/ Capital Gains ➤ Assessment of Income and Deduction U/S 80C to 80 U	
	III	Various provisions of Income Tax Returns ➤ Clubbing of income set off & carry forward of losses ➤ Online return /Return of income U/S 139 from ITR-1 to ITR-7 for all assessee. ➤ Assessment of Individual/ Partnership Firms	
	IV	TDS and Income Tax Returns ➤ Procedural Lapses as Observed ➤ Do's and Don'ts in Submission of Returns ➤ Oversight & Errors in submission of Returns	
	V	GST Filing of return and formats ➤ Filing of returns/Types of return and formats ➤ Input tax Credit and its matching ➤ Tax return, Accounts & Tax Invoice Credit, Debit	
	IV	Evaluation and valediction of Workshop	



## Workshop on Income Tax, TDS and GST Norms

### Day-to-Day Schedule with Session Objectives

Day	Session	Topic	Session objectives
Day 1	I	Registration of Participants & Creation of Learning Climate, Entry Point Evaluation	Participants Profile, Course Coverage and Entry Level Behavior
	II	Income Under Various Heads and its assessment > Analytical income under head salary computation theoretically & by utility (Allowances, Perquisites, Retirement benefits) > Income under house property/ Capital Gain > Assessment of Income and Deduction U/S 80C to 80U > Assessment of Individual/ Partnership Firms	State the various concepts relating to Income Tax  Describe various heads under Income Tax Act  Explain various Deduction U/S 80C to 80U of Income Tax Act
	III	Various provisions of Income Tax > Clubbing of income set off & carry forward of losses > Online return /Return of income U/S 139 from ITR-1 to ITR-7 for all assessee.	Discussion on clubbing of income after set off and carry forward of losses
	IV	TDS and Income Tax > Procedural Lapses as Observed > Do's and Don'ts in Submission of Return	Describe the details of TDS  Explain procedural lapses that are observed and Do's and Don'ts in submission of TDS/ Income Tax Return
	V	Filing of return and formats of GST > Filing of returns/Types of return and formats > Input tax Credit and its matching > Tax return, Accounts & Tax Invoice Credit, Debit	To sensitize the participants about various types of return which is filed under GST.

