

**No. CCT/Vat-Cell/12.19/2005-06**  
Office of the Commissioner of  
Commercial Taxes,  
Panaji-Goa.  
Dated: 18/12/2006

**CIRCULAR**

In order to conduct training of officials for VAT Audit purpose, the following training schedule is fixed :-

**Venue of Training : Sectt. Conference Hall , Panaji.**  
**Date of Training : 23/12/2006**

Time	Subject	Name of Faculty
10.15 a.m. to 10.30 a.m.	Introduction	Commissioner and Addl. Commissioner of Commercial Taxes.
10.30 a.m to 11.15 a.m.	Preparation of Audit teams and formation of Audit teams and preliminary preparation before proceeding for Audit.	CTO(HQ)
11.15 a.m. to 11.30 a.m	Coffee Break	--
11.30 a.m to 12.30 p.m	General Practices adopted for evasion and detection.	CTO Panaji
12.30 p.m to 1.15 p.m.	Dealing with Assesses at the time of audit.	AC-II
1.15 p.m to 2.15 p.m.	Lunch Break	--
2.15 p.m to 3.15 p.m.	Audit of Exports cases Precautions	CTO(Margao) (Shri Harish Adcondkar)
3.15 p.m to 3.30 p.m.	Coffee Break	--
3.30 p.m. to 4.30 p.m.	Stock Checking –Guidelines Audit of BPV dealers.	CTO-Margao (Shri Umakant Korkankar)
4.30 p.m. to 5.30 p.m.	Open House Session	--

All ACs/CTOs/ACTOs/CTIs are to attend the same.

(Ajit Srivastava)  
Commissioner of Commercial Taxes