



OBJECTIVES:

This course aims to provide a comprehensive understanding of E-Invoicing and its compliance requirements. Guide participants on the implementation process and legal obligations. Introduce data security, privacy monitoring, and regulatory compliance. Equip participants with practical skills for efficient E-Invoice

LEARNING OUTCOMES:

By the end of this training, participants will be able to:

- ✓ Understand the fundamentals and regulatory requirements of E-Invoice.
- ✓ Identify the impact of E-Invoice on business processes and compliance obligations.
- ✓ Recognize the key security and data privacy measures involved.
- ✓ Successfully navigate and operate the MyInvois Portal for invoice submission.
- ✓ Apply best practices for E-Invoice implementation and tax compliance.
- ✓ Troubleshoot common issues related to E-Invoice processing.

PROGRAM CONTENT & HIGHLIGHT:

Module 1 : About E-Invoice

- ✚ Introduction to E-Invoicing
- ✚ Impact on current processes and mandatory implementation
- ✚ Benefits of adopting E-Invoice
- ✚ Implementation timeline and key deadlines
- ✚ Scenarios and types of invoices
- ✚ Transaction types and affected entities
- ✚ Exemptions from E-Invoice implementation



Module 2 : Getting Ready for E-Invoice

- + Overview of E-Invoice workflow
- + E-Invoice models: MyInvois vs API
- + Introduction to MyInvois Portal
- + Case studies:
 - Using MyInvois Portal
 - Using API Portal

Module 3 : Data Security and Privacy Monitoring

- + Security and privacy compliance requirements (IRBM guidelines)
- + List of required fields for E-Invoice
- + Mandatory vs optional fields under the annexure
- + Glossary of key terminologies

Module 4 : Compliance and Implementation of E-Invoice

- + Entities required to comply with E-Invoice
- + Types of covered transactions
- + Implementation timeline and steps
- + Key steps for successful E-Invoice integration
- + Addressing tax and non-tax practical issues

Module 5 : Practical Hands-On Session

- + Live demonstration of MyInvois Portal
- + Step-by-step guidance for using MyInvois Portal
- + Profile and document management
- + Q&A and troubleshooting common issues

