

Infosys VAT Learning Program (IVLP)

The constantly changing VAT environment and its impact on enterprises operating in multiple geographies, coupled with the need to ensure stable, accurate, and effective day-to-day finance and accounting operations, make it imperative to have a trained and specialized team of accounting and tax professionals. Infosys BPO Poland has launched an integrated and practice-oriented VAT training program that leverages the vast experience of Infosys BPO in VAT compliance for multinational companies operating in European countries, along with the expertise of qualified and certified tax advisors.



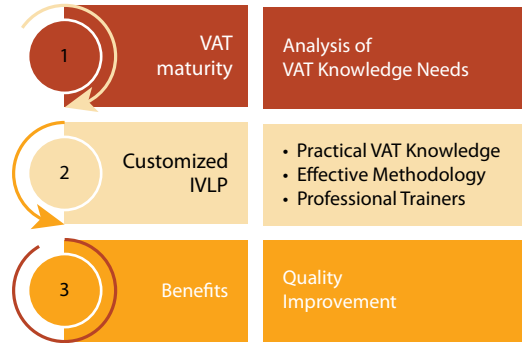
Structure

The objective is to enable enterprises effectively manage the complexity and uncertainty that typically accompany VAT obligations across the European Union and other geographies through a structured training program.

The IVLP program is designed to **increase the practical knowledge** of people involved in tax processes, by delivering a unique blend of **professional VAT knowledge** through various

trainings and workshops customized for international shared service centers.

Every program begins with an **analysis of the needs** of the focus group. Infosys BPO Poland uses this information to devise a **customized IVLP** aimed at providing comprehensive and accurate VAT knowledge within the defined scope.



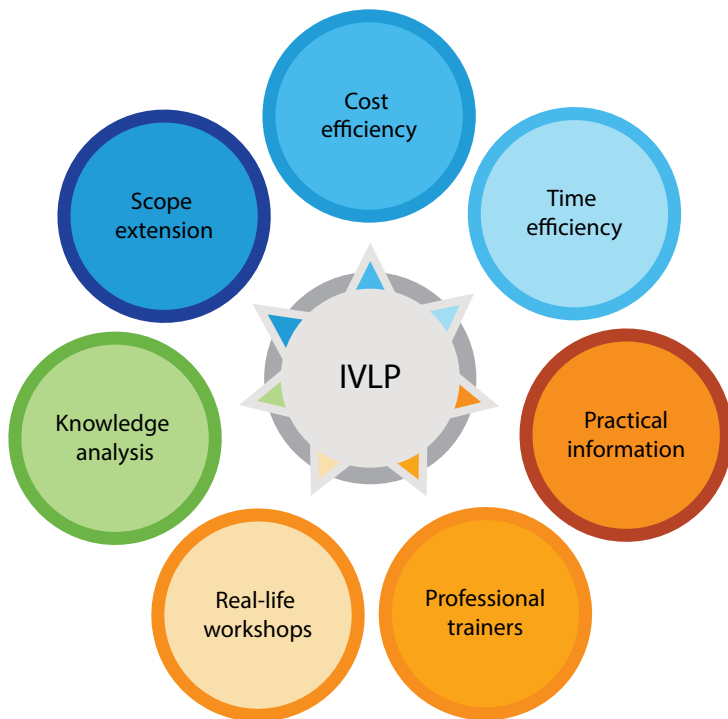
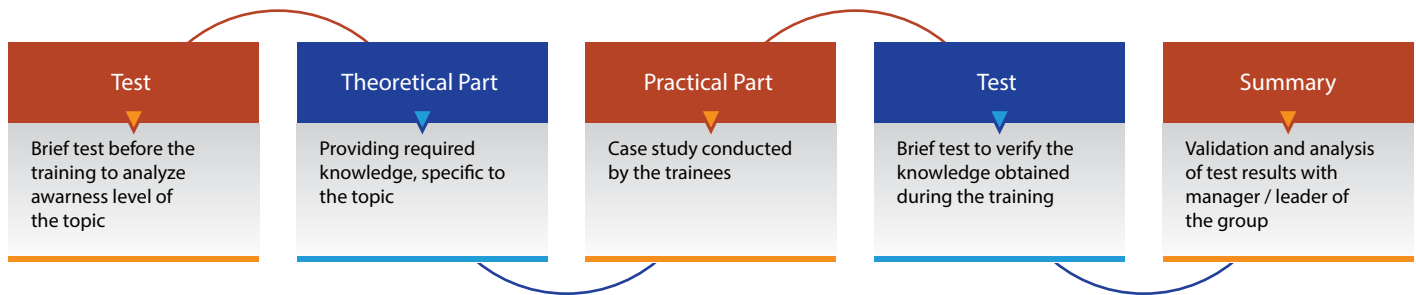
VAT Knowledge	VAT General	Fundamental Transactional Training	Advanced Transactional Training	Country VAT Specific	Customized Workshop
Number of Sessions	1	2	5	Europe, US, Canada	1
Target Audience	Employees without VAT knowledge	Employees with basic VAT knowledge	Employees after fundamental transactional training	Employees with broad transactional VAT knowledge	Employees who have completed previous modules
Scope	Introduction to VAT: <ul style="list-style-type: none"> Legal background General definitions Basic transactions on goods Service transactions VAT refund system 	Modules concentrated on the VAT area of: <ul style="list-style-type: none"> International transactions in goods International service transactions 	Modules dedicated: <ul style="list-style-type: none"> Triangular / chain transactions Input VAT allocation in multi-registered organizations Transport services Foreign VAT Domestic RCM 	Topics covered with respect to each country: <ul style="list-style-type: none"> Invoicing rules VAT rates VAT deductibility Domestic RCM VAT grouping EU simplification VAT reporting Dictionary 	Training prepared based on real cases provided by the client including: <ul style="list-style-type: none"> Business flow analysis review VAT process verification Analysis from the EU law perspective and guidance on handling the case
Duration	4 Hours	4 Hours/module	4 Hours/module	3 Hours/module	4 Hours–8 Hours

Methodology

The IVLP methodology is based on the analysis of the recipient group's requirements, and can be categorized as either of the following:

- Interview with the manager / leader of the group, or
- Online test done by potential trainees

Training methodology for each module of IVLP includes



Benefits

Since effective invoice processing and accurate tax reporting are mandatory for every enterprise, adopting IVLP will significantly add value through:

- Cost efficiency – Assessment of training needs ensures optimization of training costs
- Time efficiency – Needs analysis and scope definition optimizes time spent by trainees
- Comprehensive information – Design of training modules to deliver practical knowledge
- Experienced trainers – Experts with advanced presentation skills
- Practical workshops – Participants can validate their knowledge working on real invoices
- Post-training knowledge analysis – Assessment of information assimilation by the trainees
- Scope extension – Potential for extending the scope of services provided, creating additional revenue

For more information, contact infosysbpo@infosys.com



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