

Tax Planning & Compliance for Filing & Provisioning

Training Course

OGI-1176 · 5 days · 15 CPD hours · English

Overview

Tax Planning & Compliance is a specialised corporate training course from [Institute For Oil & Gas Training](#) designed for finance, tax, accounting and commercial professionals responsible for tax filing, tax provisioning, reconciliation and governance across oil and gas operations. The programme addresses the operational gap between tax planning decisions and accurate, timely tax compliance, with particular attention to the complex financial structures, contractual arrangements and reporting requirements found across the petroleum industry.

Oil and gas organisations operate across exploration, production, processing, refining, transportation, trading and corporate service activities, often with multiple legal entities and tax jurisdictions. These structures create demanding requirements for tax return preparation, tax forecasting, instalment and provisional payments, current and deferred tax provision, tax reconciliation and supporting documentation. Effective Tax Planning & Compliance therefore requires coordination between tax teams, finance functions, accounting teams, treasury, legal departments, commercial teams and senior management.

Institute For Oil & Gas Training focuses on practical processes that support reliable tax management throughout the corporate reporting cycle. Participants examine how tax obligations are identified, scheduled, calculated, reviewed, documented and reported. The course connects tax planning with financial reporting and compliance controls so that organisations maintain consistency between accounting records, tax computations, tax returns and supporting schedules.

A structured tax compliance calendar provides the foundation for managing recurring obligations. Participants examine how filing deadlines, payment dates, instalment and provisional payments, tax return preparation, review procedures and internal approvals are incorporated into a controlled workflow. The approach helps tax teams establish clear ownership and escalation procedures across multiple entities and jurisdictions.

The course also addresses current and deferred tax provision processes. Participants develop a stronger understanding of how taxable transactions affect tax expense, tax balances and financial reporting. Particular attention is given to tax reconciliation between accounting profit and taxable profit, movements in tax balances, temporary differences, tax adjustments and the documentation required to support provision calculations.

Oil and gas organisations also face transactions and positions where the tax treatment requires careful assessment. Uncertain tax positions require disciplined analysis, documentation and review because unresolved tax matters can affect provisions, disclosures, cash planning and correspondence with tax authorities. The programme provides a practical framework for identifying, assessing and documenting such positions without separating tax analysis from broader financial control processes.

Tax authority correspondence is another important area of corporate tax administration. Participants explore how enquiries, information requests, notices, assessments and other communications are logged, reviewed, allocated and

answered. The course reinforces the importance of maintaining an auditable trail between the original transaction, tax calculation, filing position, supporting records and subsequent communication.

Record retention requirements form an essential part of effective tax governance. Participants examine how tax records, calculations, invoices, contracts, payment evidence, correspondence, reconciliations and supporting schedules are organised and retained in accordance with applicable requirements. Strong documentation supports efficient internal review and provides a reliable evidence base during tax authority enquiries.

Tax planning is considered from a corporate perspective rather than as an isolated technical activity. Participants examine the relationship between tax obligations, business structures, capital expenditure, operating expenditure, financing arrangements, contractual terms, cross-border activities and cash management. This supports more informed interaction between tax professionals and commercial decision makers.

Institute For Oil & Gas Training delivers the programme around practical oil and gas scenarios, including production activities, joint arrangements, service contracts, capital projects, international transactions and corporate reporting cycles. The emphasis remains on disciplined processes, sound documentation, effective controls and practical application.

The course is particularly relevant for organisations seeking greater consistency between tax planning, tax compliance and financial reporting. It establishes practical approaches for managing recurring tax obligations while strengthening visibility over tax exposures, payment requirements and reporting responsibilities.

Objectives

- Establish a structured approach to Tax Planning & Compliance across oil and gas operations
- Develop effective tax compliance calendars covering filing, payment and review obligations
- Strengthen tax return preparation and supporting documentation processes
- Understand the management of instalment and provisional payments
- Improve current and deferred tax provision procedures
- Perform effective tax reconciliation between accounting and tax records
- Identify and document uncertain tax positions using structured review processes
- Strengthen processes for managing tax authority correspondence
- Establish effective record retention requirements and supporting evidence controls
- Improve coordination between tax, accounting, finance, treasury, legal and commercial teams

- Identify tax planning considerations within operational and commercial decisions
- Improve visibility over tax liabilities, payment requirements and reporting obligations
- Strengthen internal tax controls and review procedures
- Support consistent tax governance across multiple legal entities and jurisdictions
- Improve the quality and traceability of tax information used by management

Training methodology

Institute For Oil & Gas Training uses an applied corporate training methodology that connects tax principles with the operational realities of oil and gas organisations. The programme combines guided technical discussion with case studies, practical exercises, tax reconciliation scenarios, compliance planning exercises and realistic tax authority correspondence.

Participants work through representative corporate tax situations that require them to identify tax obligations, establish filing responsibilities, prepare supporting information and assess the effect of tax positions on financial reporting. This approach connects individual tax activities to the wider financial control environment.

Case studies examine situations involving multiple entities, cross-border transactions, capital expenditure, operating costs, contractual arrangements and tax provisioning. Participants assess the relevant tax considerations and determine the documentation and review procedures required before a filing or provision is finalised.

Practical exercises focus on constructing a tax compliance calendar and linking filing deadlines to internal responsibilities. Participants consider how tax return preparation, management review, payment approvals and supporting documentation fit into a controlled monthly, quarterly and annual tax cycle.

Tax reconciliation exercises demonstrate how accounting information is translated into tax reporting information. Participants examine reconciling items, temporary differences, permanent differences and movements in tax balances, strengthening their ability to identify inconsistencies before they affect reporting or compliance.

Scenario-based exercises address uncertain tax positions and tax authority correspondence. Participants evaluate documentation, establish appropriate internal review processes and prepare structured responses based on the facts available.

Group exercises encourage participants from tax, finance, accounting, treasury and commercial functions to consider the same tax issue from different organisational perspectives. This reinforces cross-functional communication and supports clearer accountability for tax-related activities.

The methodology also incorporates review checklists and control-oriented exercises. Participants examine how evidence is retained, how calculations are reviewed, how filing packages are approved and how open tax matters are tracked. These practical activities reinforce disciplined processes that transfer directly into workplace responsibilities.

Organisational impact

The programme strengthens the organisation's overall tax management framework by connecting planning, compliance, reporting and documentation processes. A structured approach reduces fragmented tax administration and establishes clearer ownership of recurring obligations.

A well-maintained tax compliance calendar provides management with greater visibility over filing and payment responsibilities. It supports forward planning for instalment and provisional payments and helps finance and treasury teams incorporate tax obligations into cash planning activities.

Improved tax return preparation processes strengthen the consistency of information submitted to tax authorities. Clear review procedures also support earlier identification of missing information, inconsistent figures and unsupported tax adjustments.

Stronger current and deferred tax provision processes improve coordination between tax and financial reporting teams. This supports better control over tax balances and provides management with clearer explanations of movements between reporting periods.

Tax reconciliation procedures provide an important control over differences between accounting records and tax calculations. A disciplined reconciliation process helps identify unusual movements, unexplained balances and recurring adjustments that require investigation.

The course also strengthens the management of uncertain tax positions. Organisations benefit from a defined process for identifying, documenting, reviewing and monitoring matters that require further tax analysis. This supports more consistent communication between tax specialists, finance leadership and external advisers where applicable.

Improved tax authority correspondence procedures provide stronger control over enquiries and information requests. Centralised tracking, clear ownership and documented responses create a more reliable audit trail and reduce the risk of important correspondence being overlooked.

Record retention requirements receive specific attention because supporting evidence is fundamental to tax governance. Better organisation of tax records improves the efficiency of internal reviews, financial reporting processes and responses to tax authority enquiries.

The programme also supports stronger collaboration between departments. Tax decisions frequently depend on information originating from procurement, contracts, operations, projects, treasury and commercial functions. Establishing common processes improves the flow of relevant information into tax calculations and reporting.

For senior management, the programme provides greater transparency over tax obligations, tax exposures, payment schedules and outstanding compliance matters. For tax and finance functions, it establishes practical controls that support repeatable and auditable processes.

Personal impact

Participants develop a practical understanding of how tax planning and compliance activities fit within the wider financial management cycle of an oil and gas organisation.

Tax professionals strengthen their ability to organise filing obligations, prepare supporting schedules, review tax calculations and manage tax compliance calendars. They also develop stronger approaches to identifying and documenting uncertain tax positions.

Accountants and financial reporting professionals improve their understanding of current and deferred tax provision processes and the relationship between accounting records and tax reporting.

Finance professionals strengthen their ability to interpret tax liabilities, reconcile tax balances and coordinate tax-related information with broader financial reporting activities.

Treasury professionals gain clearer visibility over instalment and provisional payments and the importance of incorporating tax obligations into cash planning.

Commercial and contract professionals develop greater awareness of how contractual structures and transaction terms affect tax analysis and supporting documentation requirements.

Participants also improve their ability to communicate tax matters to non-tax colleagues. The course emphasises clear documentation, structured explanations and evidence-based internal review.

The programme supports career development by strengthening capabilities that sit across tax compliance, financial reporting, corporate finance and governance. Participants leave with practical frameworks for managing tax processes rather than relying solely on individual knowledge or informal procedures.

Who should attend

- Tax Managers and Tax Advisers — Responsible for tax planning, compliance, provisions and interactions with tax authorities.
- Corporate Tax Professionals — Manage tax calculations, filing obligations, reconciliations and supporting documentation.
- Financial Controllers — Oversee financial reporting, tax provisions, reconciliations and internal financial controls.
- Chief Accountants and Senior Accountants — Prepare and review accounting information supporting tax reporting and provisions.
- Finance Managers — Coordinate tax information with corporate reporting, budgeting and financial management.
- Treasury Managers and Treasury Specialists — Manage cash requirements associated with instalment and provisional tax payments.
- Compliance Managers — Support governance, control frameworks and monitoring of recurring regulatory obligations.

- Internal Auditors — Review tax controls, documentation, reconciliations and evidence trails.
- Commercial Managers — Need to understand tax considerations within contracts, transactions and commercial decisions.
- Contracts and Procurement Professionals — Handle transaction documentation that frequently provides essential evidence for tax analysis.
- Joint Venture Finance Professionals — Coordinate tax information across participating entities and contractual structures.
- Project Finance and Capital Project Professionals — Manage financial information associated with capital expenditure and project-related tax considerations.
- Finance Directors and Senior Finance Leaders — Require strategic oversight of tax liabilities, reporting and corporate compliance.
- Professionals Progressing into Tax and Finance Leadership — Build integrated capability across tax planning, compliance, reporting and governance.

Course outline

Tax Planning and Compliance Governance

This module establishes the foundations for integrating tax planning with operational compliance across oil and gas organisations. It examines the tax governance processes required to identify obligations, allocate responsibility and maintain visibility over tax activities across legal entities and jurisdictions.

Tax Compliance Calendar and Return Preparation

This module focuses on the practical management of recurring tax obligations. Participants examine how tax compliance calendars support filing discipline, payment planning and internal review while developing a structured approach to tax return preparation.

Tax Provisioning and Reconciliation

This module examines the relationship between tax calculations, accounting records and financial reporting. Participants develop practical approaches to current and deferred tax provision and strengthen their ability to perform tax reconciliation and investigate significant movements.

Uncertain Tax Positions and Tax Authority Correspondence

This module addresses tax matters requiring additional judgement, investigation or documentation. Participants examine processes for identifying uncertain tax positions and managing tax authority correspondence while

maintaining a clear evidence trail.

International Tax Planning, Records and Control

This module integrates tax planning with international operations, documentation and long-term compliance control. Participants examine cross-border tax considerations, transfer pricing principles, record retention requirements and practical methods for maintaining an effective tax evidence base.

Scheduled dates

Dates	Venue	Format	Fee
12 - 16 Oct 2026	Abu Dhabi, United Arab Emirates	In person	£4,500
12 - 16 Oct 2026	Abuja, Nigeria	In person	£4,500
12 - 16 Oct 2026	Accra, Ghana	In person	£4,500
12 - 16 Oct 2026	Addis Ababa, Ethiopia	In person	£4,500
12 - 16 Oct 2026	Al Ain, United Arab Emirates	In person	£4,500
12 - 16 Oct 2026	Al Khobar, Saudi Arabia	In person	£4,500
12 - 16 Oct 2026	Alberta, Canada	In person	£4,500
12 - 16 Oct 2026	AlUla, Saudi Arabia	In person	£4,500
12 - 16 Oct 2026	Amman, Jordan	In person	£4,500
12 - 16 Oct 2026	Amsterdam, Netherlands	In person	£4,500
12 - 16 Oct 2026	Athens, Greece	In person	£4,500
12 - 16 Oct 2026	Baku, Azerbaijan	In person	£4,500
12 - 16 Oct 2026	Barcelona, Spain	In person	£4,500
12 - 16 Oct 2026	Berlin, Germany	In person	£4,500
12 - 16 Oct 2026	Boston, United States	In person	£4,500
12 - 16 Oct 2026	Brussels, Belgium	In person	£4,500
12 - 16 Oct 2026	Budapest, Hungary	In person	£4,500
12 - 16 Oct 2026	Cairo, Egypt	In person	£4,500
12 - 16 Oct 2026	Cape Town, South Africa	In person	£4,500
12 - 16 Oct 2026	Casablanca, Morocco	In person	£4,500
12 - 16 Oct 2026	Dammam, Saudi Arabia	In person	£4,500

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12 - 16 Oct 2026	Dhahran, Saudi Arabia	In person	£4,500
12 - 16 Oct 2026	Doha, Qatar	In person	£4,500
12 - 16 Oct 2026	Dubai, United Arab Emirates	In person	£4,500
12 - 16 Oct 2026	Edinburgh, United Kingdom	In person	£4,500
12 - 16 Oct 2026	Edmonton, Canada	In person	£4,500
12 - 16 Oct 2026	Frankfurt, Germany	In person	£4,500
12 - 16 Oct 2026	Geneva, Switzerland	In person	£4,500
12 - 16 Oct 2026	Houston, United States	In person	£4,500
12 - 16 Oct 2026	Istanbul, Turkey	In person	£4,500
12 - 16 Oct 2026	Jakarta, Indonesia	In person	£4,500
12 - 16 Oct 2026	Jeddah, Saudi Arabia	In person	£4,500
12 - 16 Oct 2026	Jubail, Saudi Arabia	In person	£4,500
12 - 16 Oct 2026	Khamis Mushait, Saudi Arabia	In person	£4,500
12 - 16 Oct 2026	Kigali, Rwanda	In person	£4,500
12 - 16 Oct 2026	Kuala Lumpur, Malaysia	In person	£4,500
12 - 16 Oct 2026	Lisbon, Portugal	In person	£4,500
12 - 16 Oct 2026	Liverpool, United Kingdom	In person	£4,500
12 - 16 Oct 2026	London, United Kingdom	In person	£4,500
12 - 16 Oct 2026	Los Angeles, United States	In person	£4,500
12 - 16 Oct 2026	Luanda, Angola	In person	£4,500
12 - 16 Oct 2026	Madrid, Spain	In person	£4,500
12 - 16 Oct 2026	Manama, Bahrain	In person	£4,500
12 - 16 Oct 2026	Marbella, Spain	In person	£4,500
12 - 16 Oct 2026	Marrakech, Morocco	In person	£4,500
12 - 16 Oct 2026	Miami, United States	In person	£4,500
12 - 16 Oct 2026	Milan, Italy	In person	£4,500

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12 - 16 Oct 2026	Munich, Germany	In person	£4,500
12 - 16 Oct 2026	Muscat, Oman	In person	£4,500
12 - 16 Oct 2026	Nairobi, Kenya	In person	£4,500
12 - 16 Oct 2026	New York, United States	In person	£4,500
12 - 16 Oct 2026	Nice, France	In person	£4,500
12 - 16 Oct 2026	Nouakchott, Mauritania	In person	£4,500
12 - 16 Oct 2026	Oslo, Norway	In person	£4,500
12 - 16 Oct 2026	Paris, France	In person	£4,500
12 - 16 Oct 2026	Port Louis, Mauritius	In person	£4,500
12 - 16 Oct 2026	Prague, Czech Republic	In person	£4,500
12 - 16 Oct 2026	Pretoria, South Africa	In person	£4,500
12 - 16 Oct 2026	Riyadh, Saudi Arabia	In person	£4,500
12 - 16 Oct 2026	Rome, Italy	In person	£4,500
12 - 16 Oct 2026	Sarajevo, Bosnia and Herzegovina	In person	£4,500
12 - 16 Oct 2026	Sharm El Sheikh, Egypt	In person	£4,500
12 - 16 Oct 2026	Singapore	In person	£4,500
12 - 16 Oct 2026	Stockholm, Sweden	In person	£4,500
12 - 16 Oct 2026	Tokyo, Japan	In person	£4,500
12 - 16 Oct 2026	Toronto, Canada	In person	£4,500
12 - 16 Oct 2026	Tromso, Norway	In person	£4,500
12 - 16 Oct 2026	Vienna, Austria	In person	£4,500
12 - 16 Oct 2026	Zagreb, Croatia	In person	£4,500
12 - 16 Oct 2026	Zurich, Switzerland	In person	£4,500
12 - 16 Oct 2026	Online, Virtual	Online	£4,500
08 - 12 Feb 2027	Abu Dhabi, United Arab Emirates	In person	£4,500
08 - 12 Feb 2027	Abuja, Nigeria	In person	£4,500

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08 - 12 Feb 2027	Accra, Ghana	In person	£4,500
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08 - 12 Feb 2027	Istanbul, Turkey	In person	£4,500
08 - 12 Feb 2027	Jakarta, Indonesia	In person	£4,500
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11 - 15 Oct 2027	Dammam, Saudi Arabia	In person	£4,500
11 - 15 Oct 2027	Dhahran, Saudi Arabia	In person	£4,500
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11 - 15 Oct 2027	Houston, United States	In person	£4,500
11 - 15 Oct 2027	Istanbul, Turkey	In person	£4,500
11 - 15 Oct 2027	Jakarta, Indonesia	In person	£4,500
11 - 15 Oct 2027	Jeddah, Saudi Arabia	In person	£4,500
11 - 15 Oct 2027	Jubail, Saudi Arabia	In person	£4,500
11 - 15 Oct 2027	Khamis Mushait, Saudi Arabia	In person	£4,500
11 - 15 Oct 2027	Kigali, Rwanda	In person	£4,500
11 - 15 Oct 2027	Kuala Lumpur, Malaysia	In person	£4,500
11 - 15 Oct 2027	Lisbon, Portugal	In person	£4,500
11 - 15 Oct 2027	Liverpool, United Kingdom	In person	£4,500
11 - 15 Oct 2027	London, United Kingdom	In person	£4,500
11 - 15 Oct 2027	Los Angeles, United States	In person	£4,500
11 - 15 Oct 2027	Luanda, Angola	In person	£4,500
11 - 15 Oct 2027	Madrid, Spain	In person	£4,500

Dates	Venue	Format	Fee
11 - 15 Oct 2027	Manama, Bahrain	In person	£4,500
11 - 15 Oct 2027	Marbella, Spain	In person	£4,500
11 - 15 Oct 2027	Marrakech, Morocco	In person	£4,500
11 - 15 Oct 2027	Miami, United States	In person	£4,500
11 - 15 Oct 2027	Milan, Italy	In person	£4,500
11 - 15 Oct 2027	Munich, Germany	In person	£4,500
11 - 15 Oct 2027	Muscat, Oman	In person	£4,500
11 - 15 Oct 2027	Nairobi, Kenya	In person	£4,500
11 - 15 Oct 2027	New York, United States	In person	£4,500
11 - 15 Oct 2027	Nice, France	In person	£4,500
11 - 15 Oct 2027	Nouakchott, Mauritania	In person	£4,500
11 - 15 Oct 2027	Oslo, Norway	In person	£4,500
11 - 15 Oct 2027	Paris, France	In person	£4,500
11 - 15 Oct 2027	Port Louis, Mauritius	In person	£4,500
11 - 15 Oct 2027	Prague, Czech Republic	In person	£4,500
11 - 15 Oct 2027	Pretoria, South Africa	In person	£4,500
11 - 15 Oct 2027	Riyadh, Saudi Arabia	In person	£4,500
11 - 15 Oct 2027	Rome, Italy	In person	£4,500
11 - 15 Oct 2027	Sarajevo, Bosnia and Herzegovina	In person	£4,500
11 - 15 Oct 2027	Sharm El Sheikh, Egypt	In person	£4,500
11 - 15 Oct 2027	Singapore	In person	£4,500
11 - 15 Oct 2027	Stockholm, Sweden	In person	£4,500
11 - 15 Oct 2027	Tokyo, Japan	In person	£4,500
11 - 15 Oct 2027	Toronto, Canada	In person	£4,500
11 - 15 Oct 2027	Tromso, Norway	In person	£4,500
11 - 15 Oct 2027	Vienna, Austria	In person	£4,500

Dates	Venue	Format	Fee
11 - 15 Oct 2027	Zagreb, Croatia	In person	£4,500
11 - 15 Oct 2027	Zurich, Switzerland	In person	£4,500
11 - 15 Oct 2027	Online, Virtual	Online	£4,500

Certificate

Attendees receive a Certificate of Completion from Institute For Oil & Gas Training upon successfully finishing the course.

The certificate confirms completion of the programme and participation in the required course activities. Attendees are required to maintain the attendance level specified by Institute For Oil & Gas Training for the course in order to receive the Certificate of Completion.