



Workshop on Litigation Management

Organized By: GST & Indirect Taxes Committee

24
CPE HRS

Jointly Hosted By:

Date & Time	Venue
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Registration & Welcome address: 09:30 A.M. to 10:00 A.M.

Timing	Topics & Speakers
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DAY-1

10.00 A.M.- 11:00 A.M.	<i>About the course and importance of representation</i> <i>Speaker:</i>
	<i>Tea Break- 15 minutes</i>
11.15 A.M. - 1:15 A.M.	<i>Relevant statutory provisions under Indirect Taxes (Pre and Post GST)</i> <i>Speaker:</i>

Lunch - 01.15 P.M TO 02.15 P.M

Timing	Topics & Speakers
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2:15 P.M. - 3:15 P.M	<i>Importance of Legal Maxims and Phrases, such as:</i> <ul style="list-style-type: none">➤ <i>Timeliness of agitation (vigilantibus doctrine)</i>➤ <i>Truthfulness of actions (clean-hands doctrine)</i>➤ <i>Mens rea not presumed, only proof not required</i>➤ <i>Bona fide view versus innocent/ignorant errors</i>➤ <i>Ignorance of law versus impossible law</i>➤ <i>Hearing and adjournment (audi alterim)</i>➤ <i>Applicability of authorities to litigant and to others</i>➤ <i>Re judicata, sub judice and re integra</i> <i>(maxims on Construction of Statutes to be excluded)</i> <i>Speaker:</i>
3:15 P.M. - 4:15 P.M.	<i>Introduction to concept of Administrative law:</i> <ul style="list-style-type: none">➤ <i>Difference between Judicial Review and Appeal</i>➤ <i>Role of Writ Court</i>➤ <i>Interlocutory Applications and invoking 151 of CPC</i>➤ <i>Importance of Limitation in judicial remedy</i>➤ <i>Locus, maintainability and jurisdiction</i>➤ <i>Remedy sought to be within power of authority to grant</i>➤ <i>Legality of non-appealable orders</i> <i>Speaker:</i>

Tea Break- 15 minutes

4:30 P.M. - 5:30 P.M.	<i>Few relevant concepts of Evidence law such as:</i> <ul style="list-style-type: none">➤ <i>Fact and fact-in-issue</i>➤ <i>Issues and framing of issues</i>➤ <i>Onus, onus probandi and contra profirentum</i>
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	<ul style="list-style-type: none"> ➤ Assumed, presumed ➤ Proved, not proved and disproved ➤ Proof, degree of proof and not to be proved ➤ Facts, assumption, inference and findings ➤ Evidentiary value of books, private records, third-party's documents and contemporaneous records ➤ Summons – appearance and failure, statement and retraction, etc. ➤ Opinion of experts and CA certificate as proof of facts ➤ Electronic records and IT Act <p>Speaker:</p>
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DAY-2

Timing	Topics & Speakers
09.45 A.M. - 11.15 A.M	Advisory role during litigation including search, seizure, audit, investigation etc. Speaker:
<i>Tea Break- 15 minutes</i>	
11.30 A.M. - 1.00 P.M	Handling representation before the adjudicating authority with practical tips and illustrations Speaker: Adv.

Lunch - 01.00 P.M TO 02.00 P.M

Timing	Topics & Speakers
2.00 P.M.- 3.45 P.M.	Handling litigation before the appellate authority with practical tips and illustrations Speaker:
<i>Tea Break- 15 minutes</i>	
4.00 P.M. - 5.15 P.M.	Litigation strategy and role of dress code, craft and logistics in aiding success Speaker:

DAY-3

Timing	Topics & Speakers
9:45 A.M. - 11.15 A.M.	Drafting and pleadings and its importance; advantage of command over language Speaker:
<i>Tea Break- 15 minutes</i>	
11.45 A.M. - 1.00 P.M.	Drafting audit reply and other correspondence during audit and investigation; brief and to-the-point but not disclosing defence Speaker:

Lunch - 01.00 P.M TO 02.00 P.M

Timing	Topics & Speakers
2.00 P.M. - 3.30 P.M	Drafting of reply to SCN (analysis of SCN, evidence and grounds); identifying missing elements in SCN Speaker:
<i>Tea Break- 15 minutes</i>	
3.45 P.M. - 5.15 P.M.	Drafting of appeal to Tribunal including form, statement of facts, grounds, prayer and verification; common errors to avoid Speaker:

DAY-4

Timing	Topics & Speakers		
9.45 A.M. - 11.00 A.M.	<i>Mock Hearing (adjudication/first appellate authority)</i> <i>Speaker:</i>		
<i>Tea Break- 15 minutes</i>			
11.15 A.M. - 1.00 P.M.	<i>Mock Hearing (adjudication/first appellate authority)</i> <i>Speaker:</i>		
Lunch - 01.00 P.M TO 02.15 P.M			
2.15 P.M. TO 3.15 P.M.	<i>Mock Tribunal</i> <i>Speaker:</i>		
<i>Tea Break- 15 Minutes</i>			
3.30 P.M. TO 4.30 P.M.	<i>Mock Tribunal</i> <i>Speaker:</i>		
4.30 P.M. TO 5.30 P.M	<i>Ethical practices and integrity</i> <i>Speaker:</i>		
Programme Chairman CA. Sushil Goyal, Chairman, GST & Indirect Taxes Committee ☎ +91 0120-3045954 ✉ tdtc@icai.in	Programme Convener	Programme Co-ordinator	Contact for Registration

Limited Seats, registration will be on first come-first serve basis.

1. **Fees:** For Member: Rs./- per Delegate
2. **24 CPE Hours will be granted subject to attendance**
3. **Background Material for every participant**