

Pre-lodgment Compliance Review – Guidance on information requests and taxpayer discussions

Purpose: This timeline indicates key points in the pre-lodgment compliance review (PCR) cycle. Potential meeting points and subjects are shown, as well as information sources the taxpayer should have available at that point. Information collected at these

points assists risk identification and assessment for your lodgment. This timeline also indicates other potential sources of information that could be obtained from the ATO and other regulators.



	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 5	Quarter 6	Quarter 7	Quarter 8	
Key Points	Tax year begins			Tax year ends			Final payment	Tax return lodgment	
Typical meeting points	◆		◆	◆		◆	◆	◆	◆
Potential meeting subjects	<ul style="list-style-type: none"> Taxpayer businesses and financial updates Taxpayer disclosures Significant transactions PCR framework Significant related party and third party deals PCR intent Communication protocols Information gathering 	<ul style="list-style-type: none"> Taxpayer businesses and financial updates Taxpayer disclosures Significant transactions Tax governance Significant related party and third party deals Tax effect accounting processes Tax return preparation and review process 	<ul style="list-style-type: none"> Taxpayer businesses and financial updates Taxpayer disclosures Significant transactions Tax computations and tax positions taken for accounting Significant related party and third party deals purposes after six-monthly reports prepared 	<ul style="list-style-type: none"> Taxpayer businesses and financial updates Taxpayer disclosures Significant transactions Significant related party and third party deals 	<ul style="list-style-type: none"> Taxpayer businesses and financial updates Taxpayer disclosures Tax computations and tax positions taken for accounting purposes after final reports prepared 	<ul style="list-style-type: none"> Taxpayer businesses and financial updates Taxpayer disclosures The return and schedules being prepared 	<ul style="list-style-type: none"> The final return and schedules and any issues Potential amendments 	<ul style="list-style-type: none"> The final return and schedules and any issues Potential amendments 	
Potential information sources available from taxpayers		<ul style="list-style-type: none"> Tax governance documents Tax effect accounting processes and documents Tax return preparation and review process documents 	<ul style="list-style-type: none"> Half-year Financial Statements and tax effect working papers Tax income calculations Deferred tax assets Deferred tax liabilities Tax notes Market disclosures Head Office/audit committee tax reporting (having regard to PSLA 2004/14) 		<ul style="list-style-type: none"> Full-year Financial Statements and tax effect working papers Tax income calculations Franking account Year end adjustment entries Deferred tax assets Deferred tax liabilities Tax notes Market disclosures Head Office/audit committee tax reporting (having regard to PSLA 2004/14) 		<ul style="list-style-type: none"> Tax Returns and all schedules Reportable tax position schedule Working papers Elections Reconciliations Detailed statement of taxable income 		
	<p>← Group reporting packs or equivalent → <i>(submitted by a Australian subsidiary to a parent company for the purposes of accounting consolidation. The pack usually comprises a balance sheet and profit and loss statement as well as schedules that feed into the group financial statements and notes to the financial statements)</i></p>								
Other taxpayer reporting to ATO	<ul style="list-style-type: none"> Activity statements PAYG payments 	<ul style="list-style-type: none"> Activity statements PAYG payments 	<ul style="list-style-type: none"> Activity statements PAYG payments Fringe benefit tax return 	<ul style="list-style-type: none"> Activity statements PAYG payments 	<ul style="list-style-type: none"> Activity statements PAYG payments 	<ul style="list-style-type: none"> Activity statements PAYG payments 	<ul style="list-style-type: none"> Activity statements PAYG payments 	<ul style="list-style-type: none"> Activity statements PAYG payments 	<ul style="list-style-type: none"> Activity statements PAYG payments
Other taxpayer reporting to regulators		<ul style="list-style-type: none"> ASIC/APRA/ASX Lodgments, analyst presentations and announcements on half year accounts 			<ul style="list-style-type: none"> ASIC/APRA/ASX Lodgments, analyst presentations and announcements on full year accounts 				
Government material and potential discussion points	<ul style="list-style-type: none"> Recent and anticipated tax legislative program 		<ul style="list-style-type: none"> Mid-year economic fiscal outlook 	<ul style="list-style-type: none"> Budget tax announcements 		<ul style="list-style-type: none"> Recent and anticipated tax legislative program 	<ul style="list-style-type: none"> Mid-year economic fiscal outlook 	<ul style="list-style-type: none"> Budget tax announcements 	
ATO provided information	<p>← ATO findings and recommendations →</p> <ul style="list-style-type: none"> Tax compliance program information Tax return instructions and changes Developments in law and administration of relevance to taxpayer (for example, public rulings program, advance pricing arrangement program, industry issues, key ATO speeches, consultative forum news etc) <p>← Risk and strategy updates →</p>								