Datastat Research
Building Capacity in Training and Research

DATASTAT TRAINING IN

OFFICIAL COURSE PROSPECTUS

Center for Advanced Research & Professional Development

Nairobi Training Center • Global Virtual Academy • Corporate On-Site

TAXATION AND REVENUE

Designing a Revenue Authority Training Course

Comprehensive Course Syllabus, Practical Modules & Upcoming Schedules

PROGRAM SPECIFICATIONS & HIGHLIGHTS

DURATION
5 Days Practical Hands-on

DELIVERY MODES
In-Person Class & Live Virtual

CERTIFICATION
Accredited Certificate of Completion

INTAKES / DATES
Multiple Cohort Schedules Included

PREPARED FOR:

Valued Participant

Email: training@datastatresearch.org | Issued: November 21, 2026

Academic & Professional Training Year: 2026

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Designing a Revenue Authority Training Course

Taxation and Revenue • 5 Days Intensive • Accredited Certification

Course Overview

Designing a Revenue Authority Training Course provides participants with an in-depth understanding of how to establish, modernize, or restructure an efficient and transparent revenue administration body.

Upcoming Training Schedules

Confirmed cohort intakes and venues. Both physical in-person classroom and live virtual online seats are available.

TRAINING DATES	LOCATION / VENUE	FORMAT / DURATION	INVESTMENT (FEE)
29 Dec 2025 – 2 Jan 2026	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
29 Dec 2025 – 2 Jan 2026	Kigali	Classroom / 5d	**$3,000 USD / KES 90,000**
29 Dec 2025 – 2 Jan 2026	Dubai	Classroom / 5d	**$5,000 USD / KES 90,000**
29 Dec 2025 – 2 Jan 2026	Cape Town	Classroom / 5d	**$4,500 USD / KES 90,000**
29 Dec 2025 – 2 Jan 2026	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 90,000**
29 Dec 2025 – 2 Jan 2026	Singapore	Classroom / 5d	**$5,000 USD / KES 90,000**
29 Dec 2025 – 2 Jan 2026	Istanbul	Classroom / 5d	**$5,000 USD / KES 90,000**
29 Dec 2025 – 2 Jan 2026	Bangkok	Classroom / 5d	**$5,000 USD / KES 90,000**
29 Dec 2025 – 2 Jan 2026	Accra	Classroom / 5d	**$4,000 USD / KES 90,000**
5 Jan 2026 – 9 Jan 2026	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
5 Jan 2026 – 9 Jan 2026	Kigali	Classroom / 5d	**$3,000 USD / KES 90,000**
5 Jan 2026 – 9 Jan 2026	Dubai	Classroom / 5d	**$5,000 USD / KES 90,000**

* Corporate discounts and customized cohort scheduling are available for teams of 3 or more participants.

Course Curriculum & Modules

Designing a Revenue Authority Training Course

Introduction

Designing a Revenue Authority Training Course provides participants with an in-depth understanding of how to establish, modernize, or restructure an efficient and transparent revenue administration body. It focuses on the organizational design, governance models, and operational frameworks necessary to ensure effective tax collection, compliance enforcement, and service delivery. Participants will learn how to align institutional objectives with national fiscal policies and adopt modern management practices that enhance efficiency and accountability.

The course explores global best practices in tax administration, including internal control mechanisms, human resource development, and performance measurement systems. It also emphasizes the strategic use of digital technologies and data analytics to strengthen compliance monitoring, taxpayer services, and fraud detection. Through case studies, group discussions, and practical simulations, participants will acquire hands-on experience in structuring revenue departments, optimizing workflows, and implementing integrated systems that promote transparency, operational excellence, and public trust in revenue administration institutions.

Course Objectives

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

- Understand principles of revenue authority design and operations.
- Establish an effective organizational structure with defined roles and responsibilities.
- Integrate governance frameworks for accountability and transparency.

- Design operational workflows for tax collection, assessment, and enforcement.
- Apply risk management and internal control mechanisms.
- Incorporate technology and digital tools in tax administration.
- Develop performance monitoring and reporting systems.
- Plan human resource strategies, including recruitment and capacity building.
- Implement stakeholder engagement and communication strategies.
- Assess budgetary and resource requirements for optimal operations.
- Benchmark against international best practices.
- Apply lessons from case studies to real-world scenarios.
- Plan for continuous improvement and modernization of revenue authorities.

Target Audience

- Government Finance Officials
- Tax Policy Makers
- Revenue Authority Managers and Staff
- Legal and Compliance Professionals
- Internal Auditors and Risk Officers
- Consultants in Public Sector Reform
- Finance and Tax Advisors
- International Development Partners

Course Duration: 5 days

Course Modules

Module 1: Fundamentals of Revenue Authority Design

- Purpose and core functions
- Legal and regulatory framework
- Organizational design principles
- Key success factors for effective tax administration
- Comparative analysis of global revenue authorities

Module 2: Organizational Structure & Governance

- Departmental divisions and roles
- Reporting lines and accountability mechanisms
- Governance policies and decision-making frameworks
- Oversight and audit integration
- Case Study: Structuring for operational efficiency

Module 3: Operational Processes & Workflows

- Tax assessment and collection processes
- Compliance and enforcement workflows
- Standard operating procedures
- Risk identification and internal controls
- Process optimization for efficiency

Module 4: Technology & Digital Integration

- IT systems and automation in tax administration
- E-filing, digital payments, and monitoring
- Data analytics for compliance and risk management
- Cybersecurity and data protection
- Integration with national financial systems

Module 5: Human Resource Management & Capacity Building

- Staff recruitment, training, and retention
- Performance management and evaluation

- Competency frameworks for tax administration
- Change management and organizational culture
- Continuous professional development

Module 6: Compliance, Risk & Control Frameworks

- Internal controls and monitoring systems
- Risk assessment and mitigation strategies
- Reporting and audit readiness
- Alignment with international standards
- Case Study: Risk management in revenue authorities

Module 7: Stakeholder Engagement & Communication

- Taxpayer relationship management
- Transparency and public trust initiatives
- Communication with government and regulators
- Public education and awareness campaigns
- Case Study: Enhancing compliance through engagement

Module 8: Best Practices & Emerging Trends

- Lessons from high-performing revenue authorities
- Innovations in tax administration
- Digital transformation and AI applications
- Policy reforms and modernization strategies
- Future-proofing revenue authority operations

Training Methodology

- Instructor-led interactive sessions
- Hands-on case studies and scenario analysis
- Group exercises in organizational design and workflow mapping
- Role-playing simulations for stakeholder engagement
- Practical exercises in digital systems and process optimization
- Access to templates, checklists, and design frameworks

Register as a group from 3 participants for a Discount

Send us an email: info@datastatresearch.org or call +254724527104

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to DATASTAT CONSULTANCY LTD account, as indicated in the invoice so as to enable us prepare better for you.

Certification & Learning Methodology

- Hands-on practical delivery with real-world datasets, case studies, and lab exercises.
- Post-training mentorship, access to class resources, and customized follow-up support.
- Participants who successfully complete the course receive an accredited Datastat Certificate of Completion.

How to Enroll & Reserve Your Seat

1. Online Registration: Visit https://datastatresearch.org/courses/designing-a-revenue-authority-training-course to register online.
2. Email Booking: Send participant details to training@datastatresearch.org for official invoice & reservation.
3. Support & Assistance: Inquire via phone +254 724 527 104 | +254 734 969 612.