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

LEGAL INSTITUTE

Tax Administration, Revenue Appeals and Alternative Dispute Resolution 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 23, 2026

Academic & Professional Training Year: 2026

DATASTAT TRAINING INSTITUTE
P.O. Box 102802-00101, Nairobi, Kenya
Training Centers: Nairobi • Mombasa • Kigali • Dubai • Live Virtual Academy
Tel: +254 724 527 104 | +254 734 969 612
Email: training@datastatresearch.org
www.datastatresearch.org

Tax Administration, Revenue Appeals and Alternative Dispute Resolution Training Course

Legal Institute • 5 Days Intensive • Accredited Certification

Course Overview

Tax Administration, Revenue Appeals and Alternative Dispute Resolution Training Course is designed to strengthen the knowledge and practical competencies of tax administrators, revenue officers, tax practitioners, legal professionals, accountants and public finance specialists in modern tax administration and revenue dispute resolution.

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)
23 Nov 2026 – 27 Nov 2026	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
23 Nov 2026 – 27 Nov 2026	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
23 Nov 2026 – 27 Nov 2026	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**
23 Nov 2026 – 27 Nov 2026	Cape Town	Classroom / 5d	**$4,500 USD / KES 110,000**
23 Nov 2026 – 27 Nov 2026	Addis Ababa	Classroom / 5d	**$3,000 USD / KES 110,000**
23 Nov 2026 – 27 Nov 2026	Singapore	Classroom / 5d	**$5,000 USD / KES 110,000**
23 Nov 2026 – 27 Nov 2026	Istanbul	Classroom / 5d	**$5,000 USD / KES 110,000**
23 Nov 2026 – 27 Nov 2026	Bangkok	Classroom / 5d	**$5,000 USD / KES 110,000**
23 Nov 2026 – 27 Nov 2026	Accra	Classroom / 5d	**$4,000 USD / KES 110,000**
30 Nov 2026 – 4 Dec 2026	Nairobi	Classroom / 5d	**$1,500 USD / KES 110,000**
30 Nov 2026 – 4 Dec 2026	Kigali	Classroom / 5d	**$3,000 USD / KES 110,000**
30 Nov 2026 – 4 Dec 2026	Dubai	Classroom / 5d	**$5,000 USD / KES 110,000**

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

Course Curriculum & Modules

Tax Administration, Revenue Appeals and Alternative Dispute Resolution Training Course

Introduction

Tax Administration, Revenue Appeals and Alternative Dispute Resolution Training Course is designed to strengthen the knowledge and practical competencies of tax administrators, revenue officers, tax practitioners, legal professionals, accountants and public finance specialists in modern tax administration and revenue dispute resolution. This course explores the legal, regulatory, institutional and operational frameworks governing tax administration, including tax registration, taxpayer services, tax assessment, tax audits, compliance monitoring, revenue enforcement, tax investigations and collection strategies. Participants will gain practical insights into risk-based tax compliance management, electronic tax systems, data-driven revenue administration, taxpayer rights, tax transparency, international tax standards and revenue protection mechanisms.

The programme further examines the legal and procedural dimensions of tax objections, administrative reviews, revenue appeals, tax litigation and Alternative Dispute Resolution (ADR) as mechanisms for resolving disagreements between taxpayers and revenue authorities. Participants will develop practical skills in tax dispute identification, case preparation, legal interpretation, evidence evaluation, negotiation, mediation, settlement agreements and appeals management. Particular attention will be given to improving taxpayer trust, procedural fairness, administrative justice, dispute prevention, voluntary tax compliance and institutional accountability. Through practical exercises, simulated tax appeal hearings, negotiation workshops and real-world case studies, participants will learn how to resolve revenue disputes efficiently while safeguarding government revenue and taxpayers' legal rights. The course provides a strategic understanding of how modern tax administrations can reduce costly litigation, accelerate dispute resolution, strengthen revenue performance and promote a transparent, predictable and business-friendly tax environment.

Course Duration

5 Days

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

- **Understand the legal and institutional frameworks governing modern tax administration and revenue management.**
- **Strengthen domestic revenue mobilization (DRM) strategies through effective tax collection and compliance management.**
- **Apply advanced techniques in tax assessment, tax audits, revenue enforcement and taxpayer compliance monitoring.**
- **Understand taxpayer rights, obligations and administrative safeguards in revenue administration.**
- **Develop effective risk-based tax compliance and revenue assurance strategies.**
- **Interpret tax legislation, regulations, administrative rulings and judicial precedents in resolving tax disputes.**
- **Develop competencies in managing tax objections, administrative reviews and formal revenue appeals.**
- **Apply effective Alternative Dispute Resolution (ADR) mechanisms in tax-related conflicts.**
- **Strengthen negotiation, mediation and settlement skills for resolving complex revenue disputes.**
- **Improve tax dispute documentation, evidence management and legal case preparation.**
- **Understand digital tax administration, e-filing, electronic invoicing and data-driven compliance systems.**
- **Promote transparency, accountability, procedural fairness and taxpayer confidence in tax institutions.**
- **Design integrated strategies for reducing tax disputes, minimizing litigation costs and improving revenue collection outcomes.**

Target Audience

- **Tax administrators, revenue officers and tax compliance specialists.**
- **Tax auditors, tax inspectors and revenue enforcement personnel.**
- **Legal practitioners, tax lawyers and litigation advocates.**
- **Accountants, finance managers and corporate tax professionals.**
- **Revenue appeals officers and administrative review committee members.**
- **Government officials working in ministries of finance and national revenue authorities.**
- **Mediators, arbitrators and Alternative Dispute Resolution practitioners.**
- **Public finance specialists, policy analysts and consultants involved in taxation and fiscal governance.**

Course Modules

Module 1: Foundations of Tax Administration and Revenue Governance

- Principles, objectives and functions of modern tax administration.
- Legal and institutional frameworks for revenue administration.
- Roles and responsibilities of tax authorities and taxpayers.
- Tax policy implementation and domestic revenue mobilization strategies.
- Transparency, accountability and good governance in tax administration.
- Case Study: Examining the institutional reforms of a national revenue authority and their impact on tax collection efficiency, taxpayer compliance and public revenue performance.

Module 2: Tax Registration, Assessment and Revenue Collection Management

- Taxpayer identification, registration and database management.
- Tax assessment procedures and determination of tax liabilities.
- Revenue collection systems and payment management.
- Tax returns processing, verification and reconciliation.
- Tax arrears management, debt recovery and enforcement mechanisms.
- Case Study: Evaluating a revenue authority's approach to reducing tax arrears through improved taxpayer registration, automated assessments and structured payment arrangements.

Module 3: Tax Compliance, Auditing and Risk Management

- Principles of voluntary compliance and taxpayer service delivery.
- Risk-based tax compliance management frameworks.
- Tax audit planning, execution and reporting procedures.
- Tax fraud detection, investigations and compliance enforcement.
- Transfer pricing risks, tax avoidance and revenue leakage prevention.
- Case Study: Investigating suspected underreporting of corporate income and evaluating how risk-based tax audits, documentary evidence and compliance interventions can recover lost revenue.

Module 4: Digital Tax Administration and Emerging Technologies

- Digital transformation of tax administration and revenue systems.
- Electronic tax filing, payment platforms and digital invoicing.
- Data analytics, artificial intelligence and automated compliance monitoring.
- Cybersecurity, taxpayer information confidentiality and data protection.
- Digital economy taxation and emerging cross-border tax challenges.
- Case Study: Assessing the implementation of an electronic invoicing system and its effectiveness in identifying VAT discrepancies, reducing tax evasion and improving revenue reporting.

Module 5: Taxpayer Rights, Tax Objections and Administrative Reviews

- Legal rights and obligations of taxpayers.
- Tax assessment notices, objections and review procedures.
- Administrative justice and principles of procedural fairness.
- Preparation, submission and evaluation of tax objection documents.
- Administrative decision-making, review timelines and appeal rights.
- Case Study: A manufacturing company challenges an additional tax assessment arising from disputed expense deductions.

Module 6: Revenue Appeals, Tax Litigation and Case Preparation

- Legal frameworks and procedures governing revenue appeals.
- Jurisdiction and functions of tax tribunals and appellate courts.
- Preparation of grounds of appeal and legal submissions.
- Evidence evaluation, witness preparation and burden of proof.
- Tax litigation strategy, judgments and enforcement of decisions.
- Case Study: Simulating a tax appeal involving a disputed VAT assessment, where participants prepare grounds of appeal, evaluate documentary evidence and present arguments before a mock tax tribunal.

Module 7: Alternative Dispute Resolution in Tax Administration

- Principles, scope and legal foundations of tax dispute ADR.
- Negotiation techniques for resolving revenue disputes.
- Mediation processes and effective facilitation strategies.
- Settlement agreements, compromise arrangements and dispute resolution protocols.
- Benefits, limitations and challenges of ADR in tax administration.
- Case Study: A multinational company disputes a significant corporate income tax liability.

Module 8: Integrated Revenue Dispute Management and Institutional Performance

- Developing integrated tax dispute prevention and resolution frameworks.
- Managing tax dispute inventories and reducing case backlogs.
- Performance indicators for appeals and ADR mechanisms.
- Strengthening collaboration between tax authorities, tribunals and taxpayers.
- Developing institutional strategies for sustainable revenue administration.
- Case Study: A national revenue authority experiences growing tax appeal backlogs and declining taxpayer confidence.

Training Methodology

- Interactive lectures and presentations.
- Group discussions and brainstorming sessions.
- Hands-on exercises using real-world datasets.
- Role-playing and scenario-based simulations.
- Analysis of case studies to bridge theory and practice.
- Peer-to-peer learning and networking.
- Expert-led Q&A sessions.
- Continuous feedback and personalized guidance.

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/tax-administration-revenue-appeals-and-alternative-dispute-resolution-training-course to register o
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.