

**PRIORITY 1 USER ACCEPTANCE TESTING (UAT) ON THE DEVELOPMENT OF CUSTOMS & EXCISE MODULE
OF REVENUE ADMINISTRATION AND MANAGEMENT INFORMATION SYSTEM (RAMIS)
FOR THE FOCAL OFFICIALS OF THE DEPARTMENT OF REVENUE & CUSTOMS (DRC)**

AGENDA

Venue: *Le Meridien Hotel, Thimphu*
 Tentative Date: *25th May – 1st June, 2015*
 Scope: *Priority 1 – Import India and Export*

DAY & DATE	MORNING PROGRAM		AFTERNOON PROGRAM	
	REGISTRATION & AGENDA (8:45 – 10:30)	AGENDA (10:45 – 13:00)	AGENDA (14:00 – 15:30)	AGENDA (15:45 – 17:30)
DAY 1: MONDAY 25-05-15	1. OPENING SESSION 2. SCOPE/COVERAGE/ CONDUCT OF UAT 3. BTC MASTER 4. REGISTRATION	IMPORT INDIA: 5. DECLARATION AND ACCEPTANCE 6. EXEMPTIONS (STEC)	IMPORT INDIA: 7. ASSESSMENT: 7.1. Physical Inspection 7.2. Classification (BTC) 7.3. Valuation 7.4. Tax Calculation 7.5. Excise 7.6. Others (Etc.)	IMPORT INDIA: 8. PAYMENT & RELEASE (IMPORT INDIA) 9. OUTPUT FORMS 10. USER FAMILIRIZATION & PREPARATION FOR DAY 2 SESSION
DAY 2: TUESDAY 26-05-15	1. PROCESS AND REQUIREMENTS VALIDATION OF DAY 1 2. USER ACCEPTANCE TESTING (UAT) ON DAY 1	3. PROCESS AND REQUIREMENTS VALIDATION 4. UAT <i>[Continued]</i>	5. PROCESS AND REQUIREMENTS VALIDATION 6. UAT <i>[Continued]</i>	7. PROCESS AND REQUIREMENTS VALIDATION 8. UAT 9. STOCK TAKE by CUSTOMS <i>[Continued]</i>
DAY 3: WEDNESDAY 27-05-15	1. WAREHOUSE OPERATIONS 2. DETENTION, SEIZURE & CONFISCATION	3. DISCUSSION AND VALIDATION 4. UAT	5. EXEMPTIONS 6. REFUNDS 7. MIS & FORMS 8. OTHER ISSUES	9. DISCUSSION AND VALIDATION 10. UAT
DAY 4: THURSDAY 28-05-15	AIR-CARGO: 1. DECLARATION AND ACCEPTANCE	AIR-CARGO: 2. ASSESSMENT (AIR-CARGO): 2.1. Physical Inspection 2.2. Classification (BTC) 2.3. Valuation 2.4. Tax Calculation 2.5. Others (Etc.) 3. PAYMENT & RELEASE	AIR-CARGO: 4. PROCESS AND REQUIREMENTS VALIDATION 5. UAT	AIR-CARGO: 6. PROCESS AND REQUIREMENTS VALIDATION 7. UAT <i>[Continued]</i>

(10:30 – 10:45)TEA & SNACKS

LUNCH (1:00 – 2:00)

(3:30 – 3:45)TEA & SNACKS

DAY 5: FRIDAY 29-05-15	EXPORT/TRANSIT: 1. DECLARATION AND ACCEPTANCE		EXPORT/TRANSIT: 2. ASSESSMENT (AIR-CARGO): 2.1. Physical Inspection 2.2. Classification (BTC) 2.3. Valuation 2.4. Tax Calculation 2.5. Others (Etc.) 3. PAYMENT & RELEASE		EXPORT/TRANSIT: 4. PROCESS AND REQUIREMENTS VALIDATION 5. UAT		EXPORT/TRANSIT: 6. PROCESS AND REQUIREMENTS VALIDATION 7. UAT <i>[Continued]</i>
DAY 6: SATURDAY 30-05-15	CUSTOMS & IT FOCAL OFFICIALS: • DISCUSSION PROCESS MAPPING COMPILATIONA AND FINALIZATION OF THE REPORT		CUSTOMS & IT FOCAL OFFICIALS: • DISCUSSION PROCESS MAPPING COMPILATIONA AND FINALIZATION OF THE REPORT		CUSTOMS & IT FOCAL OFFICIALS: • WORK FLOW • ROLE MANGEMENT POLICY ISSUES COMPILATIONA AND FINALIZATION OF THE REPORT		CUSTOMS & IT FOCAL OFFICIALS: • WORK FLOW • ROLE MANGEMENT POLICY ISSUES
DAY 7: MONDAY 01-06-'15	OPEN DISCUSSION & EXIT MEETING ON WAY FORWARD		• Wrap- up and PRESENTATION TO THE DRC MANGEMENT				



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