

BCS (TAX) ACADEMY

NEWSLETTER

Tax Knowledge. Shared. Strengthened.



Issue No. 01 | July – October, 2025

Highlights

- About the Academy
- Topics Covered in Foundation & Refreshers Courses
- What's New in BCS (Tax) Academy?
- Successful Completion of course: AFC 28 & AFC 29
- Commencement of batches: AFC 30 & AFC 31
- Mess Night: AFC 28
- Visit to Specialized Units of NBR by AFC 28 & AFC 29
- Industrial Visit of AFC 28 & AFC 29 to Walton Hitech Park
- 1-Week long IRC 10 & IRC 11 for Tax Inspectors
- Circle Attachment: AFC 30 & AFC 31
- Mess Night: AFC 30 & AFC 31
- 2-week long ERC 04 & ERC 05 for the newly promoted EACTs
- Seminars & Workshop at the academy & beyond: Audit Manual
- 1-Week long JRC 04 & JRC 05 for Joint Commissioners of Taxes
- Attachment to Customs Academy and 5 days long Chittagong field visit: AFC 30 & AFC 31
- Upcoming Events in November-December, 2025



It gives me immense pleasure to present the **first-ever newsletter of BCS (Tax) Academy**, a publication that reflects the vibrant spirit, achievements, and evolving journey of our institution. This newsletter is not just a compilation of events, but a celebration of learning, growth, and collaboration

among our officers and trainees.

BCS (Tax) Academy has always been at the forefront of capacity building and professional excellence, shaping competent and ethical tax officials who serve the nation with dedication. Through this initiative, we aim to document our milestones, share knowledge, and inspire continuous improvement within our community.

I extend my heartfelt appreciation to all officers, faculty members, and trainees whose contributions make the Academy a hub of excellence. My sincere thanks also go to the editorial board for their hard work and creative effort in bringing this publication to life.

May this newsletter become a lasting tradition, one that showcases our collective progress and reaffirms our commitment to building a transparent, efficient, and citizen-friendly tax administration.

— **Director General, BCS (Tax) Academy**

About the Academy

The **BCS (Tax) Academy** is the apex training institute of the Income Tax Wing under the National Board of Revenue (NBR) of The People's Republic of Bangladesh. Renowned as a center of excellence, the Academy is dedicated not only to empower tax officials but also to serve the training needs of officers from other government/non-government organizations.

As the *think tank* of the Income Tax Department, the Academy plays a pioneering role in shaping knowledge, building capacity, and inspiring innovation. Through its wide range of in-service courses such as Assistant Commissioner Foundation Training Course, Additional Commissioner Refresher Course, Joint Commissioner Refresher Course, extra Assistant Commissioner Refresher Course, Inspector Refresher Course, Public Financial Management and so on which are designed in line with NBR's vision and national priorities. It ensures continuous professional growth by enhancing the knowledge, skills, and attitude of the officials.

Beyond training, the Academy emphasizes career development, leadership grooming, and professional profiling, preparing a dynamic pool of tax administrators capable of meeting future challenges. By fostering a culture of excellence, BCS (Tax) Academy stands committed to strengthening direct tax administration and contributing to the nation's progress.

Vision

To be the Centre of Excellence in raising and administering professional tax officials to contribute in the nation building process.

Mission

To carry out core training regarding laws and procedures to produce highly disciplined, efficient, knowledgeable, taxpayer and service friendly professional workforce that develops the capacity to achieve the desired revenue and to contribute to the economy as well as development of the country.

Topics Covered in Foundation & Refreshers Courses

Income Tax Law & Rules | Accounting | Relevant Laws | Office Procedure | Economics | Public Finance | Service Rules | General Financial Rules | Bangladesh & International Affairs | Functional English | Computer, ICT & Automation of NBR

What's New in BCS (Tax) Academy?

BCS (Tax) Academy Goes Cashless: A New Era of Procurement



The BCS (Tax) Academy has recently transitioned to a completely cashless system, marking a significant step toward greater transparency, efficiency, and accountability in its financial operations. All types of payments, receipts, and financial transactions are now conducted through digital channels, eliminating the use of physical cash within the Academy.

In addition, the Academy has fully adopted **E-Government Procurement (e-GP) and Contractual Framework-based procurement**, aligning with the government’s broader digital transformation and good governance initiatives. This transition ensures standardized, competitive, and transparent procurement practices while enhancing financial integrity and operational efficiency.

By embracing digital systems in both financial management and procurement, BCS (Tax) Academy reaffirms its commitment to modernization and sets a strong example of institutional excellence within the public sector.

Maximizing Space, Enhancing Capacity: BCS (Tax) Academy’s Smart Use of Infrastructure

The BCS (Tax) Academy has successfully optimized its existing facilities to ensure maximum utilization of space within its limited premises. Through thoughtful restructuring and efficient scheduling, the Academy has enhanced its capacity to conduct multiple training programs simultaneously, without compromising the quality of instruction or trainee comfort.

At present, the Academy effectively operates **with four functional classrooms, one auditorium, and one conference room**, allowing it to host two residential Foundation Courses alongside short courses, workshops, and seminars. This strategic arrangement enables continuous learning and professional engagement across diverse training programs, catering to both in-service officers and newly recruited trainees.

This achievement reflects the Academy’s commitment to innovation, adaptability, and resource efficiency. By transforming its existing infrastructure into a dynamic and multi-purpose learning environment, BCS (Tax) Academy continues to uphold its mission of fostering professional excellence in Bangladesh’s tax administration.

Revitalizing Recreation: Refurbishment of the Common Room at BCS (Tax) Academy

The BCS (Tax) Academy has recently completed a comprehensive **refurbishment of its common room**, transforming it into a modern and vibrant recreational space for trainee officers. The upgraded facility is designed to promote physical well-being, relaxation, and camaraderie among participants during their rigorous training programs.



The newly refurbished common room now features a **gymnasium equipped with essential fitness instruments**, allowing trainees to maintain a healthy lifestyle alongside their academic commitments. In

addition, a range of indoor recreational amenities—including a **billiard table, table tennis setup, carrom board, and television**—has been introduced to provide a balanced environment that encourages both recreation and social interaction.

This initiative underscores the Academy’s commitment to the holistic development of its trainees—nurturing not only intellectual growth but also physical fitness and mental well-being. The revitalized common room now stands as a refreshing space fostering both health and harmony within the Academy.

Successful Completion of Course: AFC 28 & AFC 29



The **successful completion of the six-month-long foundation course by AFC 28 and AFC 29** marked a significant milestone in their journey as future tax officials.

Throughout this intensive training, participants gained in-depth knowledge of income tax laws, accounting principles, and government service rules, building a strong professional foundation. Beyond academics, they engaged in various extracurricular and co-curricular activities, nurturing leadership, teamwork, and creativity. Workshops, cultural programs, and sports events complemented their classroom learning, shaping them into well-rounded officers.



Awarding the top 3 from each batch had led to a sense of competitive urge to push themselves to do better every day throughout the course. The rigorous training instilled discipline, integrity, and a deep sense of public service. By the end of the course, the trainees had transformed into polished and confident civil servants, ready to serve the nation with competence and dedication.

Commencement of Batches: AFC 30 & AFC 31



The commencement of AFC 30 and AFC 31 batches at BCS (Tax) Academy marked the beginning of an inspiring new chapter for the nation's future tax administrators. With fresh enthusiasm and a spirit of service, these young officers embarked on a **transformative six-month journey** of learning, growth, and self-discovery. The Academy's vibrant environment blending academic rigor with leadership training, cultural activities, and community engagement promises to mold them into dynamic and ethical civil servants. Guided by the vision of a modern, transparent, and citizen-friendly tax administration, they stand ready to uphold integrity and innovation in public service. AFC 30 and AFC 31 begin their journey with hope, discipline, and a shared commitment to building a stronger and more efficient Bangladesh.

Mess Night: AFC 28



The farewell Mess Night of AFC 28 (**Assistant Commissioners' Foundation Course**) was a mesmerizing evening themed around the rainy season, reflecting the beauty and charm of monsoon. Participants adorned themselves in shades of blue, perfectly complementing the ambiance of the theme. The venue was elegantly decorated to evoke the feel of a rain-soaked evening, filled with warmth and nostalgia. A series of **cultural performances** added rhythm and color, making the night truly enchanting. The event beautifully captured the spirit of togetherness, marking a heartfelt farewell event by AFC 28.

Visit to Specialized Units of NBR by AFC 28 & AFC 29



The **two-day visit to the Specialized Units of NBR by AFC 28 and AFC 29** offered the trainees an exclusive opportunity to understand the specialized and strategic functions within the National Board of Revenue. During the visit, they explored the operations of the Central Intelligence Cell (CIC), the Income Tax Intelligence & Investigation Unit (ITIIU), and the Central Taxes Survey Zone. These visits provided valuable insights into how data analysis, investigation, and intelligence-driven strategies are used to detect tax evasion and strengthen compliance. Interactions with experienced officers enriched the trainees' understanding of modern tax enforcement mechanisms and institutional coordination. The experience greatly enhanced their appreciation of the critical role these units play in ensuring transparency and efficiency in the country's revenue system.

Industrial Visit of AFC 28 & AFC 29 to Walton Hitech Park



The **industrial visit of AFC 28 and AFC 29 to Walton Hi-Tech Park in Gazipur** offered an insightful glimpse into one of Bangladesh's leading industrial enterprises.

Trainees observed advanced manufacturing processes and corporate operations firsthand, enriching their professional learning experience.

Following the visit, both batches enjoyed a **retreat at a nearby resort**, marking a perfect balance of learning and leisure. In the resort, the trainees had fun and played different sports where the Director General also took part, making it a memorable final outing for AFC 28 and AFC 29 before they completed their foundation training journey.

1 Week Long IRC 10 & IRC 11 for Tax Inspectors



The **one-week-long IRC 10 and IRC 11 (Inspectors' Refresher Course)** were designed to enhance the professional capacity of tax inspectors through focused, practical training.

During the course, participants revisited the core principles of taxation, investigation techniques, and field-level procedures, vital to their everyday responsibilities.

Sessions emphasized hands-on learning, enabling inspectors to better identify tax irregularities and strengthen compliance mechanisms. The program not only sharpened their technical expertise but also instilled a renewed sense of dedication to revenue integrity.

Circle Attachment: AFC 30 & AFC 31



The Circle Attachment Program for AFC 30 and AFC 31 provided the trainee officers with valuable field-level exposure to the practical workings of tax administration. Over the course of five days, trainees were

dispersed across various tax zones in Dhaka, where they observed and learned directly from officers in different circles. This hands-on experience allowed them to understand the day-to-day functions of assessment, enforcement, and taxpayer services, complementing their classroom learning with real-world insights. After completing their attachments, the trainees presented detailed reports to the Academy, reflecting on their observations and key takeaways. The program proved instrumental in helping them connect theory with practice, preparing them to serve effectively as future tax administrators.

Mess Night: AFC 30 & AFC 31



The **Mess Nights of AFC 30 and AFC 31** were vibrant celebrations of camaraderie, creativity, and the spirited life of the trainees. The first was held in September at the Academy premises, showcasing the talents and enthusiasm of the officers through captivating cultural performances, music, and laughter. The second Mess Night took place in October during their visit to the Customs, Excise and VAT Training Academy in Chittagong, where the lively ambiance reached new heights amid the scenic backdrop of the port city. Both evenings reflected the trainees’ unity, passion, and joy of shared experiences, creating memories that will remain etched in their journey. These Mess Nights were not just events of entertainment but symbols of bonding, pride, and the vibrant spirit that defines the BCS (Tax) Academy.

2 Week Long ERC 04 & ERC 05 for the Newly Promoted EACTs



The **two-week-long ERC 04 and ERC 05 (Extra Assistant Commissioners’ Refresher Course)** were organized for the newly promoted Extra Assistant Commissioners of Taxes, preparing them for their crucial new

roles as circle officers. This program provided hands-on training in taxation, assessment procedures, and office management, equipping participants with the practical skills needed to lead their circles effectively. Interactive sessions with senior officers and real-world case studies enriched their understanding of tax administration and taxpayer services.

Seminars & Workshop at the Academy & Beyond: Audit Manual



BCS (Tax) Academy continued its commitment to expanding professional learning opportunities for tax officials. In September 2025, a seminar and workshop on the Audit Manual, 2025 were held at the **Academy premises**, engaging officers in insightful discussions on audit procedures and compliance standards.



To ensure wider participation, another seminar and workshop were organized in Chittagong in October 2025, **exclusively for zones in and around the port city**.

Across these events, **more than 200 officers**, from Inspectors to Joint Commissioners of Taxes took part, reflecting the Academy's dedication to making training accessible, practical, and nationwide in scope.

1 Week Long JRC 04 & JRC 05 for Joint Commissioners of Taxes



The one-week-long JRC 04 and JRC 05 (Joint Commissioners' Refresher Course) were organized to further strengthen the professional acumen and leadership capacity of senior tax officials.

Designed for Joint Commissioners of Taxes, the program focused on advanced topics such as strategic tax administration, audit supervision, dispute resolution, and leadership in organizational management. Through interactive discussions, policy-oriented lectures, and group exercises, participants explored innovative approaches to improving efficiency and transparency in tax operations. The refresher course provided an excellent platform for sharing experiences and best practices among peers, fostering a spirit of collaboration and continuous improvement within the department.

Attachment to Customs Academy and 5 Days Long Chittagong Field Visit: AFC 30 & AFC 31



The Attachment to the Customs, Excise and VAT Training Academy and 5-Day Field Visit to Chittagong was an enriching experience for the trainees of AFC 30 and AFC 31. The program began with a two-day training at the Customs Academy, where participants gained valuable insights into the intricacies of customs procedures and VAT laws, bridging the gap between tax and customs administration.



For the following three days, the trainees, accompanied by faculty members, visited key institutions including the Taxes Zones of Chittagong, the Custom House, Chittagong Port, Bangladesh Marine Academy, and the Korean EPZ. The field visits provided real-world exposure to trade facilitation and revenue collection mechanisms.



The program concluded with a brief sightseeing tour, offering a well-rounded learning and bonding experience. This attachment left a lasting impact on the trainees, deepening their understanding of the broader revenue ecosystem of Bangladesh.

Upcoming Events in November-December, 2025

ERC 06 & ERC 07

IRC 12 & IRC 13

Workshops and Seminars

Field Attachment of AFC 30 & AFC 31

Photo Gallery



Respected Chairman of NBR Md. Abdur Rahman Khan, FCMA delivering his valuable speech on the Closing of AFC 28



Respected Member (Tax Administration & Human Resource Management) of NBR, GM Abul Kalam Kaikobad delivering his insightful speech on the Opening of JRC 04 & JRC 05



Respected Director General of BCS (Tax) Academy delivering his sagacious speech on the opening of AFC 30 & AFC 31



Participants of AFC 29 doing library work



Participants of AFC 30 & AFC 31 and Faculties of BCS (Tax) Academy attending a session at Chittagong Port Authority Auditorium



Female participants from AFC 30 & AFC 31 during the orientation program at Customs, Excise & VAT Training Academy



Participants of AFC 30 & AFC 31 performing on their first Mess Night



Faculty members of BCS (Tax) Academy at Bangladesh Marine Academy with the Adjutant