



Pre-lodgment compliance review

Guidance on information requests and taxpayer discussions

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.

	Income year				Lodgment/review			
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Key Points	● TAX YEAR BEGINS				● TAX YEAR ENDS			
Typical meeting points	<ul style="list-style-type: none"> Taxpayer businesses and financial updates Taxpayer disclosures Significant transactions PCR framework including PCR intent, communication protocols and information gathering Significant related party and third-party deals 	<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 	<ul style="list-style-type: none"> Taxpayer businesses and financial updates Taxpayer disclosures Significant transactions Significant related party and third-party deals PCR framework updates 	<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 PCR framework updates 	<ul style="list-style-type: none"> Taxpayer businesses and financial updates Taxpayer disclosures PCR framework updates The return and schedules being prepared 	<ul style="list-style-type: none"> Final return and schedules and any issues Supplementary annual GST return lodgment Potential amendments PCR framework updates 	<ul style="list-style-type: none"> Final return and schedules and any issues Potential amendments
Potential information sources available from taxpayers	<ul style="list-style-type: none"> Documentation for disclosures made 	<ul style="list-style-type: none"> Documentation for disclosures made 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"> Documentation for disclosures made 	<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"> Documentation for disclosures made 	<ul style="list-style-type: none"> Tax returns and all schedules Reportable tax position schedule CBC reporting (where available) Detailed statement of taxable income Supporting working papers Elections Reconciliations Documentation for disclosures made 	
	Group reporting packs or equivalent 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.							
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 FBT 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 SAGR lodgment 	<ul style="list-style-type: none"> Activity statements PAYG payments CbC lodgment
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	←----- ATO findings and recommendations -----→							
		<ul style="list-style-type: none"> Tax compliance program information 	<ul style="list-style-type: none"> Tax return instructions and changes 	<ul style="list-style-type: none"> Tax compliance program information 		<ul style="list-style-type: none"> 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.)							
	←----- Risk and strategy updates -----→							