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An on:40 report dgi adhane bouzri Upcoming SlideShare Upload to... 5 × 1 I like this document? Why don't we share it! 1. Performs within the Directorate-General for Tax subodet Midelt Du: 15/09/2018 to 15/09/2018 Directing: -Bouzri Adhane Academic Year: 2018/2019 Phase Report 2. : 1 INTRODUCTION: 2 Chapter 1: GENERAL ORIENTATION OF THE IMPOTS 3 Section 1: Presentation DGI 3 General information: 3 A) Mission: 3 B) Organisation: 5 Section 2: Sources and expenditure: 7 -Recipes and expenditure: 7 Chapter 2: KADER PHASE 9 Section 1: Social structure 1 Section 2: Operation 10 Chapter 3: STAGE 11 Work 11: The Work Performed 11 Section 2: The Contributions of Stage 12 - Acquired Skills: 12 - Life In Society: 12 FINISH: 14 JOURNAL ABBREVIATIONS: 15 Bibliography: 15. Before any development of this professional experience, I would like to thank those who have taught me a great deal during this traineeship. I would like to express my sincere thanks to the Director of the Directorate-General for Taxation of Midelta: Mr EL BABOUR Ali, for giving me this opportunity to complete my traineeship at DGI. I would also like to thank Ms . EL AAYAOUY Fadoua, Mr OUGHELLA Bihi, Mr LOUMARA Driss, Mr ZAHIDA Mohamed, Mr MARDOUKH Mohamed and Mr ZEKKANA Rachid to welcome them and their assistance and expert guidance in the context of this traineeship. 4. Traineeships are an appropriate time for students to reconcile theories they learn with professional practice. Each student must do an internship in a company, institution, institution, both public and private of their choice. In addition, successfully completing experience in the professional world is an important challenge for each trainee, because they must work hard and keep a close eye on the narrow framework of the school, where the theory remains triumphant, and touch the functional context of the professional environment. Thus, the Directorate-General for Taxes in Midelt was my choice for this experience, where I spent a month of internship from 15 September to 15 October 2018. 5. Chapter 1: General information: the \_La Directorate for Taxation (DGI) is the Directorate of the Ministry of Economy and Finance. Its main mission is to provide tax revenue. As such, it establishes the basis on which state taxes (VAT, IS, IR, registration fees) are to be deducted, as well as certain local taxes managed on behalf of local authorities (including housing tax, tax on compulsion services, business tax). At the end of 2011, IMB was the human resources force of 4,704 managers and officials. It consists of three business branches (legislation, studies and international cooperation, base, collection and legal affairs and tax supervision), information system and the audit and inspection department. It also includes 15 regional branches and 13 prefectural interfectural branches. A) Mission: to cover state taxes, to make sure the law is affordable and manage on behalf of local authorities the basis of certain local taxes. -Taxable amount: This task is to determine the basis on which it is levied: 6. State taxes (value added tax, corporation tax, professional, housing tax and total service tax also the basis for taxpayers' claims. - Recovery: Revenues from the Tax Administration (RAF) are responsible for collecting value added tax. Tax control Tax supervision is a counterparty in the declarant system that is typical of our taxation. This control takes place in a rigorous procedure that guarantees the rights of taxpayers. He's got a reheading and pedagogical role. It is implemented: On exhibits, at the premises of tax services, the managers of the taxpayer dossiers, who review the accounts submitted with the help of the aces by inspectors-auditors who go to the taxpayer to check the sincerity of the items reported, bring them closer to the accounting documents and documentation. The Directorate-General for Taxation constantly monitors: up to b and its effectiveness. 7. Reform efforts at the level of tax legislation mainly concerned: management-related efforts, and the amendments adopted focused on: reorganising structures and adapting them to needs and new information technologies. B) Organization: IMB organized by type and size of taxpayers, so our services specialise in the separate file management of individuals, professionals, corporations and large companies, with the aim of providing a local service tailored to each profile. Each taxable person is thus addressed to a single, versatile associate who processes his file under his various taxes and eventually receives his requests and claims. The Central Services Organization Headquarters comprises three Directorates of Trade, one Support Directorate and one audit and inspection department. The Directorates-General for Trade represent areas of expertise: legal affairs The Directorate for Resources and information system provides the various entities of the Directorate-General for Taxation 8. Infrastructure for the proper performance of its tasks. Territorial organisation The Directorate-General for Taxation relies on the territorial organisation 15 regional tax branches: - Agadir - Beni Mellal - Casablanca - El Jadida - Fez - Kenitra - Marrakech - Meknes - Mohammedia - Nador - Oujda - Settat - Rabat-Salé - Tangier - Tetouan Globally, Regional, Inter prefectural and prefectural administration are organized into three main functions: the level of specialised subseodlings of the sheet by type of taxon carried out by the audit brigades. Model structure of the Regional Directorate of Human Resources, regional inspection services of more than 4,000 civil servants, almost 40% of whom have a degree or equivalent diploma and 27% have postgraduate or engineering studies. 9. Human resources belong to the Plate family, 11 % fall under tax control and 7 % of the recovery. : -Revenue and expenditure: Figure 1: Revenue and expenditure for 2017 10. Figure 2: Revenues between 2016 and 2017 11. Chapter 2: Midelt Subdepartd Tax Directorate: G. EL BABOUR Ali Head of Sector: M.OUGHELLA Bihi Claims Officer: M . ZAHIDI Mohamed Charged with VAT Declarations, IR and IS: EL AAYAOUY Fadoua Charged individuals and professional taxes: Mr LOUMARI Driss In charge of legal entities:Mohamed MARDOUKH and Mrs Nora DAHMAMO In charge of utility and housing tax: ZEKKANE Rachid Figure 3: Structure RH in DGI : Each person in the Midelt subsection has tasks to be carried out and the responsibilities to be worked out. Thus, every person of the Directorate-General for Specialization Taxes: Mr ZAHIDI Mohamed has as his mission to analyse and process taxpayers' claims and perform the various additional tasks necessary for the performance of his work (creation, removal, amendment of TH/TSC according to attached application documents) M . LOUMARI Driss, as its mission the establishment of various individuals and legal entities in SIT (design, deletion, consultation with amendments...) Mr MARDOUKH Mohamed, his mission is to carry out various activities related to business (creation, consultation, seizure of IS, etc.). Thus, each certificate must be signed and verified and the person responsible for this task is Mr OUGHELLA Bihi, who, as his mission, controls each transaction and advises and informs the taxpayers. The mission of accepting taxpayers and shared between Mr. MARDOUKH Mohamed, Mr. LOUMARI Driss and M.ZAHIDI Mohamed. Director M.EL BABOUR ALI supervises and monitors the unsue management, as well as information, supervision of IMB personnel and a complex and sensitive operational solution that requires a high level of intent. The DGI Group acts as a cell and in the social and favourable atmosphere of the Directorate for Midelt may be limited in staff shortages. 13. Chapter 3: During this traineeship, I have had the opportunity to discover the profession in all its forms and to understand in a global way the difficulties that people in the IMB may encounter in the course of their work. In order to better understand the tasks I have been able to carry out, I consider it appropriate first to consider the tools at my disposal and then to deal in detail with the tasks that I have been able to carry out. Intranet is a network that connects all people to IMB, all information entered by an official is automatically shared with others. DGI operates under a system called SIT or various entry, consultation, modification, or creation operations, as well as other software reserved for various TH/TSC/TP creation, modification, consultation, and removal operations. During my internship in midelta's tax department, I have the opportunity to perform several tasks in different departments. Among these tasks: - I tried to greet taxpayers with a big smile, so I questioned these desired needs in a way that is flexible to its cultural level. So, when accepting taxpayers, I tried to inform them of the works to be provided to complete the operation. 14. Registers: Each certificate given or received is entered in the register, there is an arrival register or documents and two departures from the register, one register reserved for the departure of total income certificates and the other reserved for the departure of other certificates, namely certificates of entry in professional tax, Certificate of advance ... i missed , on TP i i Certificate of pre-learning: -For this internization, I learned a lot, the additions from this professional experience can be combined on three main ideas: swollen knowledge, nastili on problems and solutions of ways, or i life u society. Acquired skills: During my traineeship, I was able to draw on more knowledge, namely the workflow in the IMB, the documents and documents needed to obtain a certificate... There are problems during each professional experience: communication problems, training, performance problems, integration problems, but there are always solutions to solve. Life in society: My internship at IMB was very informative. In the past month, I've been able to watch the work in the leadership. In addition, I have learned from the activities of each service how different departments of such administration are articulate. Elsewhere, human relations between the different employees in the 15th century, regardless of the activity each of them, taught me about the behaviour to be carried out in all circumstances. 16. This traineeship at the DGI in Midelt allows me to put in practice my theoretical knowledge acquired during my university training, and I have faced the real problems of the world of work and team management. After joining the team, I had the opportunity to perform several tasks that represented a global traineeship. Each of these tasks, which are useful for the service and the unsue implementation of IMB activities, was part of the IMB strategy and more specifically the Office for Reception and Coordination. I maintain an excellent memory of the internship, now it is a rewarding and encouraging professional experience for my future. I believe that this experience has given me a good preparation for professional integration, because for me it was a rewarding and complete experience that confirms my desire to practice my future profession. Finally, I would like to express my satisfaction that I was able to work in good material conditions and a pleasant environment. 17. DGI: Directorate-General for Taxation. DRI: Regional Directorate for Taxation. VAT: Value added tax. Corporate taxes. IR: Income taxes. Revenue from the IRS. Introduction of the Directorate-General for Taxation. Activity Report 2017. Website of moroccan IMB: www.tax.gov.ma www.tax.gov.ma

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