

## ADB/OECD Joint Workshop on ISORA 2023

### 4 – 6 July 2023

### Seoul, Korea (hosted by the OECD Korea Tax Centre)

#### Pre-meetings:

- ADB and OECD will meet in the hotel lobby on Monday 3 July at 17:00 to prepare the workshop.
- KTC, ADB and OECD will meet in the hotel lobby on Monday 3 July at 20:00 to visit the meeting room, prepare the workshop and agree on how to conduct breakout sessions.

<i>Day 1 – 4 July (Tuesday) – 09:00 to 17:30</i>			
Agenda Item	Description		Time
<b>Course registration and domestic briefing</b>		<b>OECD Korea Tax Centre</b>	<b>08:30 – 09:00</b>
<b>1. Welcome and introduction</b>	Opening Ceremony: Ms. Jimin Cheon (MC) <ul style="list-style-type: none"> <li>- Opening Remarks: Dr. Hong Tack Chun</li> <li>- Korea Tax Centre introductory video</li> <li>- Introduction of Course Leaders: ADB &amp; OECD</li> <li>- Ice-breaking: Ms. Cheoneun Choi &amp; Ms. Junhui Kim</li> <li>- Group Photo</li> </ul>		09:00 – 09:30
<b>2. Using ISORA data: ADB/OECD presentations</b>	Brief presentation on ISORA (motivation, history, planned activities)  Presentation by the ISORA partners on how they use the ISORA data	Presentation OECD (VH)  Presentations ADB (DM) and OECD (OP)	09:30 – 10:00
<b>3. Using ISORA data: RA-FIT data portal functionality</b>	Demo of the RA-FIT data portal functionalities: <ul style="list-style-type: none"> <li>• The design of the portal;</li> <li>• The use of standard tables and the query tool; and</li> <li>• The export of data</li> </ul>	Presentation / demo ADB (AC), possibly with OECD (OP) involvement	10:00 – 10:30
COFFEE/TEA			10:30 – 11:00
<b>4. Using ISORA data: Country presentations</b>	Presentations on the use of ISORA data for organisational planning, comparison of performance, engagement with other jurisdictions, etc.	(Moderation 4,5,6: OECD VH) Presentation by Malaysia?	11:00 – 11:45
<b>5. Using ISORA data: Breakout group discussion</b>	Breakout group discussion on how tax administrations can use the data, promote data	Breakout group discussion	11:45 – 12:30

	usage internally, and how coordinators can get senior management buy-in. [Probably include Menti questions before or after Breakout]	[Practical details for breakout, including moderation, to be decided on Monday 3.7.]	
LUNCH			12:30 – 14:00
<b>6. Using ISORA data: Open discussion</b>	Open discussion on using ISORA data, including takeaways from breakout group discussion	Group discussion	14:00 – 14:30
<b>7. RA-FIT data collection platform</b>	<p>Presentation and review of the RA-FIT data collection platform:</p> <ul style="list-style-type: none"> <li>• The design of the platform and its functionalities;</li> <li>• User categories and roles;</li> <li>• Be conversant with the process to assign forms to correspondents;</li> <li>• All features important to the completion of the online survey; and</li> <li>• How the input process works and tools available to super-users in managing the data collection process</li> <li>• Common mistakes</li> </ul>	<p>Presentation OECD (OP)</p> <p>Case studies</p> <p>Group discussion</p>	14:30 – 15:30
COFFEE/TEA			15:30 – 16:00
<b>8. Survey forms</b>	<p>Presentation of the ISORA 2023 survey:</p> <ul style="list-style-type: none"> <li>• Understanding the content; and</li> <li>• The functioning and features applicable to each of the survey forms</li> <li>• Repeat common mistakes in the places where they are most prevalent</li> </ul>	<p>Presentations ADB and OECD. We sit together in front and discuss the forms and answer questions. Responsibility for the introductions / overview of each form:</p> <p>A and B: OECD (OP)</p> <p>C and C-P: ADB (SB)</p> <p>D and D-P: OECD (VH)</p> <p>E and E-P: ADB (SB)</p> <p>F and F-P: OECD (OP)</p> <p>G and G-P: ADB (SB)</p>	16:00 – 17:15 (note time)
<b>Welcome dinner organised by the OECD Korea Tax Centre. Expected departure from the hotel 17:15</b>			

**Day 2 – 5 July (Wednesday) – 09:00 – 14:00**

Agenda Item	Description	Documentation	Time
-------------	-------------	---------------	------

<b>8. Survey forms (continued)</b>	Continuation of 8		9:00 – 10:30
COFFEE/TEA			10:30 – 11:00
<b>8. Survey forms (continued)</b>	Continuation of 8		11:00 – 12:30
LUNCH			12:30 – 14:00
<b>Sightseeing tour organised by the OECD Korea Tax Centre 14:00-18:00</b>			

<b>Day 3 – 6 July (Thursday) – 09:00 – 17:30</b>			
<b>Agenda Item</b>	<b>Description</b>	<b>Documentation</b>	<b>Time</b>
<b>8. Survey forms (continued)</b>	Continuation of 8		09:00 – 10:30
COFFEE/TEA			10:30 – 11:00
<b>9. Preparing for ISORA: Country presentations</b>	Presentation on good practices for ISORA preparation and completion (local repository of definitions, where to find data etc.)	(Moderator for session 9-11: ADB (AC) ) Presentation by: Maldives Nepal	11:00 – 12:30
LUNCH			12:30 – 14:00
<b>10. Preparing for ISORA: Breakout group discussion</b>	Breakout group discussions on how to prepare for ISORA including: <ul style="list-style-type: none"> <li>• Completion issues faced by countries and how they were resolved</li> <li>• Ideas for improving internal data collection processes</li> <li>• Lessons learnt from previous ISORA rounds and what will countries do differently when preparing and completing the survey this time</li> </ul> [Menti questions before or after Breakout]	Breakout group discussion	14:00 – 15:00
<b>11. Preparing for ISORA: Open discussion</b>	Open discussion on preparing for ISORA 2023, including takeaways from breakout group discussion	Group discussion	15:00 – 15:30
COFFEE/TEA			15:30 – 16:00
<b>12. Course evaluation</b>	Opportunity for participants to complete the evaluation form and provide comment or suggestions	Moderation and survey form: ADB (DM) Tour-de-table	16:00 – 16:30
<b>13. Closing ceremony</b>	Ending Ceremony: Ms. Jimin Cheon (MC) <ul style="list-style-type: none"> <li>- Wrap-up: Ms. Cheoneun Choi &amp; Ms. Junhui Kim</li> <li>- Closing Remarks: Mr. Sangyun Lee</li> </ul>		16:30 – 17:30

	<ul style="list-style-type: none"><li>- Ending Remarks: ADB&amp;OECD Course Leaders</li><li>- Final Remarks: Participants' Representative</li><li>- Certificate Granting</li><li>- Individual Photo</li></ul>		
--	---	--	--