

Electronic Audit Trail Register (Tax Records Format)

Entity Name:
ABC Corporation Ltd.

Tax Identification No.:
TAX-123456789

Financial Year:
2023-2024

Report Period:
01-Apr-2023 to 31-Mar-2024

Prepared By:
John Doe (Accountant)

Date Generated:
15-Jun-2024

Audit Trail Details

S. No.	Date & Time	User ID	Action Type	Record Reference	Remarks/Details	IP Address
1	02-Apr-2023 09:28	jsingh	Created	Invoice# 2023-001245	Initial invoice entry	192.168.1.25
2	04-Jun-2023 11:14	aman.k	Modified	Invoice# 2023-001245	Updated line item amount	192.168.1.42
3	17-Oct-2023 15:50	jsingh	Deleted	Voucher# JV-2389	Entry deleted as per audit observation	192.168.1.25
4	22-Jan-2024 10:20	admin	Viewed	Ledger - Purchases	Viewed ledger records	192.168.1.1
5	10-Mar-2024 16:05	aman.k	Modified	Invoice# 2023-004785	Rectified tax calculation	192.168.1.42

Important Notes:

- This register logs all electronic records of creation, modification, deletion, and viewing of tax-related data.
- Every entry is time-stamped and user-attributed for transparency and traceability.
- Retention and security of audit trail registers are mandated by tax authorities for statutory compliance.
- Manual alteration of audit trails is not permitted and may constitute a statutory violation.
- Preserve this document for the legally specified period, as audits may require its production.