

What's New

Sage Payroll version 9.9.4.0

Release Date:
08 January 2018

9.9.4.0 Changes

The following enhancements are being released:

IRAS Direct Submission [Singapore]: New feature/function in Sage Payroll for user to submit IR8A, IR8S, Appendix 8A and Appendix 8B.

IRAS YA2018 Update [Singapore]: New report and text file format for IR8A, IR8S and Appendix 8A.

IR8A AIS New Report Format [Singapore]: New report format IR8A AIS.

EIS Enhancement Part 1 [Malaysia]: New enhancement of Employee Insurance Scheme which introduced by PERKESO.

ASN Text File Format Update: ASN membership update to 12 digits in text file format.

LHDN MTD 2018 Income Tax Table Update: Income Tax for Resident Individual rate update.

KWSP Information Board Update: KWSP Information board updated to the latest information.

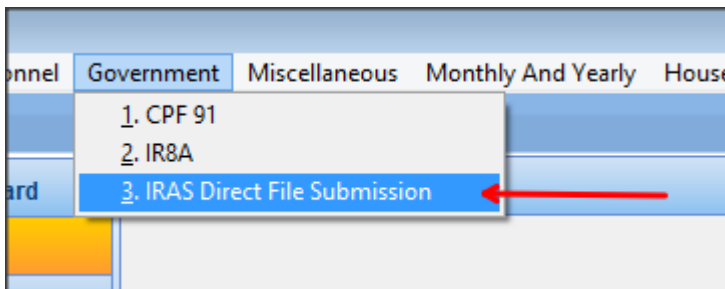
Bank File Format update: HSBC HUB MRI

IRAS Direct Submission [Singapore]

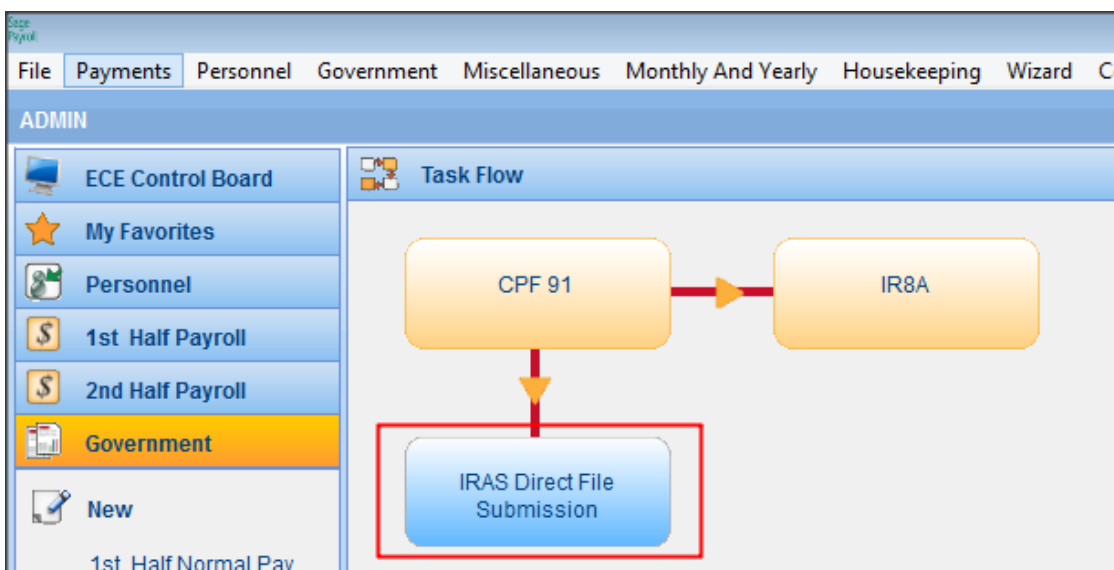
With the Auto – Inclusion Scheme (AIS), employers will be submit the employment income information of their employees to IRAS electronically.

In Sage Payroll 9.9.4.0 version, we are ready with the "IRAS Direct File Submission" feature/function for you to submit your employees' employment income information directly to IRAS.

Menu location: Government → IRAS Direct File Submission



Workflow location: Government → IRAS Direct File Submission



Below is the main screen of IRAS Direct Submission feature/function.

User able to do either Validation or Direct Submit to IRAS.

- a. Validation – To validate your employment income format if there's any invalid information that cause error. Check your file format with the Validate feature/function first before you do Direct Submit.

Upon clicked, you will be received IRAS Result Log files which store in UBSPay90 file folder.

- b. Direct Submit – To do final submission to IRAS.

4 file types in file generation:

- IR8A
- IR8S
- Appendix 8A
- Appendix 8B

For detail information of Sage Payroll IRAS Direct Submission, please visit to our knowledge base for the user guide.

For AIS details information, please visit IRAS website: <https://www.iras.gov.sg/irashome/Businesses/Employers/Auto-Inclusion-Scheme--AIS--for-Employment-Income/>

IRAS YA2018 Update [Singapore]

There's update of IRAS YA2018 Report Format:

- IR8A
- IR8S
- Appendix 8A

2018		FORM IR8A	
Return of Employee's Remuneration for the Year Ended 31 Dec 2017 Fill in this form and give it to your employee by 1 Mar 2018 (DO NOT SUBMIT THIS FORM TO IRAS UNLESS REQUESTED)			
This form will take about 10 minutes to complete. Please get ready the employee's personal particulars and details of his/her employment income. Please read the explanatory notes when completing this form.			
Employer's Tax Ref. No./UEN T16ZZ0099J	Employee's Tax Ref. No.: *NRIC / FIN (Foreign Identification No.) S000003E		
Full Name of Employee as per NRIC / FIN Employee A	Date of Birth 01/01/1980	Sex Male	Nationality MY
Residential Address Blk 123 Riversound Residence #01-05 123456	Designation DIRECTOR	Bank to which salary is credited	
If employment commenced and/or ceased during the year, state: (See Explanatory Notes 7)	Date of Commencement 01/01/2017	Date of Cessation	
INCOME (See Explanatory Note 11 unless otherwise specified)			\$
a) Gross Salary, Fees, Leave Pay, Wages and Overtime Pay			35000.00
b) Bonus (non-contractual bonus paid in 2017 and/or contractual bonus)			1500.00
c) Director's fees (approved at the company's AGM/EGM on 2 / 2 / 2017)			12000.00
d) Others:			
1. Allowances: (i) Transport \$ 300.00 (ii) Entertainment \$ 100.00 (iii) Others \$ 200.00			600.00
2. Gross Commission for the period 1 / 1 / 2017 to 1 / 5 / 2017 * Monthly and/or other adhoc payment			300.00
3. Pension			400.00
4. Lump sum payment			8000.00
(i) Gratuity \$ 5000.00	(ii) Notice Pay \$	(iii) Ex-gratia payment \$	
(iv) Others (please state nature) \$			
(v) Compensation for loss of office \$ 3000.00	Approval obtained from IRAS: *Yes/No		Date of approval
Reason for payment:	Length of service:		
Basis of arriving at the payment: (Give details separately if space is insufficient)			
5. Retirement benefits including gratuities (Pension / Provident Fund): Name of Fund: Retirement Fund			
(Amount accrued up to 31 Dec 1992 \$ 8000.00)		Amount received from 1993: 900.00	
6. Contributions made by employer to any Pension/Provident Fund constituted outside Singapore without tax concession: 800.00			
Contributions made by employer to any Pension/Provident Fund constituted outside Singapore with tax concession:			
Name of the overseas pension/provident fund:			
Full amount of the contributions:		Are contributions mandatory: *Yes/No	
Were contributions charged / deductions claimed by a Singapore permanent establishment: *Yes/No			
7. Excess/voluntary contribution to CPF by employer (less amount refunded/to be refunded):			3500
[Complete the Form IR8S]			
8. Gains or profits from Employee Stock Option (ESOP) / other forms of Employee Share Ownership (ESOW) Plans:			5600.00
[Complete the Appendix 8B]			
9. Value of Benefits-in-kind [See Explanatory Notes 14 and complete Appendix 8A]			35538.35
TOTAL (items d) to d9)			56438.35
e) 1. Remission: Amount of Income \$			
2. Overseas Posting: *Full Year/Part of the Year (See Explanatory Note 10a)			
3. Exempt Income: \$ 10000.00 (See Explanatory Note 10b)			
f) Employee's income tax borne by employer?	If yes and fully borne by employer, DO NOT enter any amount in (i) and (ii)		
*YES / NO	(i) If tax is partially borne by employer, state the amount of income for which tax is borne by employer		
	(ii) If a fixed amount of tax is borne by employee, state the amount to be paid by employee		
DEDUCTIONS (See Explanatory Note 12 - Deductions)			
EMPLOYEE'S COMPULSORY contribution to *CPF / Designated Pension or Provident Fund (less amount refunded/ to be refunded) Name of Fund:			11300
(Please apply the appropriate CPF rates published by CPF Board on its website 'www.cpf.gov.sg'. Do not include excess/voluntary contributions to CPF, voluntary contributions to Medisave Account, voluntary contributions to Retirement Sum Topping-up Scheme, SRS contributions and contributions of Overseas Pension or Provident Fund in this item)			
Donations deducted from salaries for: *Yayasan Mendaki Fund/Community Chest of Singapore/SINDA/CDAC/ECF/Other tax exempt donations			12.00
Contributions deducted from salaries to Mosque Building Fund:			100.00
Life Insurance premiums deducted from salaries:			200
DECLARATION (See Explanatory Note 4)			
Name of Employer:	Sage Software Asia Pte Ltd		
Address of Employer:	Suite 1B-6, Level 6, Block 1B Plaza Sentral, Jalan Stesen Sentral 5 Kuala Lumpur Sentral, 50470 Kuala Lumpur		
LIONG KAH ME E	PAYROLL MANAGER	07-27712335	
Name of authorised person making the declaration	Designation	Tel. No.	Signature
			Date
There are penalties for failing to give a return or furnishing an incorrect or late return.			
IR8A(1/2018)		* Delete where applicable	

2018

FORM IR8S

DETAILS OF EMPLOYER'S / EMPLOYEE'S CONTRIBUTIONS TO CPF FOR THE YEAR ENDED 31 DEC 2017

Fill in this form if applicable and give it to your employee by 1 Mar 2018

This Form will take about 10 minutes to complete. Please get ready the employee's personal particulars, details of his/her employment income and CPF contributions in respect of Singapore employment. Please read the explanatory notes when completing this form.

FULL NAME OF EMPLOYEE AS PER NRIC/FIN Employee A		DATE OF BIRTH 01/01/1980	TAX REF. NO. : *NRIC / FIN (Foreign Identification no.) S0000003E	
EMPLOYER'S TAX REF. NO./ UEN	If employment commenced and/or ceased during the year, state:		DATE OF S'PORE PR STATUS GRANTED (IF GRANTED ON / AFTER 1 Jan 2015) 1 Jan 2015)	DATE OF RENUNCIATION OF S'PORE PR
	DATE OF COMMENCEMENT 01/01/2017	DATE OF *CESSATION/OVERSEAS POSTING		

SECTION A: Details of monthly wages and actual contributions (See Explanatory Note 5)

MTH	ORDINARY WAGES (DW)	CPF CONTRIBUTION		ADDITIONAL WAGES (AW)	CPF CONTRIBUTION	
		EMPLOYER	EMPLOYEE		EMPLOYER	EMPLOYEE
JAN						
FEB						
MAR						
APR						
MAY						
JUN						
JUL						
AUG						
SEP						
OCT						
NOV						
DEC						
TOTAL			11300.00			

SAMPLE

Has approval been given by CPF Board to make full contributions (for SPR status granted on/after 1 Jan 2015)?

Yes No

SECTION B: Excess/voluntary contribution to CPF (See Explanatory Note 5)

Employer's Contribution : \$.....3500

Employee's Contribution : \$.....4000

Please complete Section C if you or your employee has claimed/ will claim a refund of the excess CPF contribution from CPF Board.

SECTION C: Details of Refund claimed / to be claimed on excess CPF contributions made in 2017 (See Explanatory Note 5)

*ORDINARY / ADDITIONAL WAGES		AMOUNT OF REFUND						
AMOUNT	PERIOD	DATE PAID	EMPLOYER			EMPLOYEE		
			CONTRIBUTION	INTE REST	@ DATE	CONTRIBUTION	INTE REST	@ DATE
\$			\$	\$		\$	\$	

Remarks :

LIONG KAH MEE

Name of authorised person making the declaration

Signature

PAYROLL MANAGER

Designation

Sage Software Asia Pte Ltd

Name of Employer

07-277 12335

Tel. No.

Date

* Delete where applicable

 Please cross box if applicable

@ Please indicate the date refund was received. If the refund has not been received, please indicate the date the claim was made or expected to be made as at the date of completion of this form.

^ Interest from the refund of employee's contribution is assessable under 510(1)(d) of the Income Tax Act (for example, if the date of refund is in the year 2017, interest will be taxable in the Year of Assessment 2018). Employees are required to declare the interest amount in their income tax return.

There are penalties for failing to give a return or furnishing an incorrect or late return.

IR8S (1/2018)

IR8A AIS New Report Format [Singapore]

2018

FORM IR8A

Return of Employee's Remuneration for the Year Ended 31 Dec 2017

Fill in this form and give it to your employee/pensioner by 1 Mar 2018 for his submission together with his Income Tax Return

This statement can only be issued by an employer in the Auto-Inclusion Scheme (AIS) and is for your retention. The information in this statement will be automatically included in your income tax return, so you need not declare them in your tax form. You can check if your employer is in the AIS at IRAS website, www.iras.gov.sg>Businesses>Employers>Auto-Inclusion Scheme (AIS) for Employment Income>employers participating in the AIS.

This form will take about 10 minutes to complete. Please get ready the employee's personal particulars and details of his/her employment income. Please read the explanatory notes when completing this form.

Employer's Tax Ref. No./ UEN T16ZZ0099J	Employee's Tax Ref. No. : *NRIC / FIN (Foreign Identification No.) S0000003E		
Full Name of Employee as per NRIC / FIN Employee A	Date of Birth 01/01/1980	Sex Male	Nationality MY
Residential Address Blk 123 Riversound Residence #01-05 123456	Designation DIRECTOR	Bank to which salary is credited	
If employment commenced and/or ceased during the year, state : (See Explanatory Notes 7)	Date of Commencement 01/01/2017	Date of Cessation	

INCOME (See Explanatory Note 11 unless otherwise specified)

\$

- a) Gross Salary, Fees, Leave Pay, Wages and Overtime Pay 35000.00
- b) Bonus (non-contractual bonus paid in 2017 and/or contractual bonus) 1500.00
- c) Director's fees (approved at the company's AGM/EGM on 2 / 2 / 2017) 12000.00
- d) Others:
- | | | | | |
|---|--------------------------------------|------------------------|---------|--------|
| 1. Allowances : (i) Transport \$ 300.00 | (ii) Entertainment \$ 100.00 | (iii) Others \$ 200.00 | | 600.00 |
| 2. Gross Commission for the period 1 / 1 / 2017 to 1 / 5 / 2017 | * Monthly and/or other adhoc payment | | | 300.00 |
| 3. Pension | | | | 400.00 |
| 4. Lump sum payment | | | 8000.00 | |
- | | | |
|--|--------------------|----------------------------|
| (i) Gratuity \$ 5000.00 | (ii) Notice Pay \$ | (iii) Ex-gratia payment \$ |
| (iv) Others (please state nature) \$ | | |
| (v) Compensation for loss of office \$ 3000.00 (Date of approval from IRAS: Yes/No Date of approval:) | | |
| Reason for payment: _____ | | |
| Basis of arriving at the payment: _____ | | |
5. Retirement benefits including gratuities / pension / commutation of pension / lump sum payments, etc from Pension / Provident Fund: Name of Fund Retirement Fund
- (Amount accrued up to 31 Dec 1992 \$ 800.00) Amount accrued from 1993: 900.00
6. Contributions made by employer to any Pension/Provident Fund constituted outside Singapore without tax concession: 800.00
Contributions made by employer to any Pension/Provident Fund constituted outside Singapore with tax concession:
- | | |
|---|--------------------------------------|
| Name of the overseas pension/provident fund: | |
| Full Amount of the contributions: | Are contributions mandatory: *Yes/No |
| Were contributions charged / deductions claimed by a Singapore permanent establishment: *Yes/No | |
7. Excess/Voluntary contribution to CPF by employer (less amount refunded/to be refunded): 3500
[Complete the Form IR8S]
8. Gains or profits from Employee Stock Option (E SOP) / other forms of Employee Share Ownership (ESOW) Plans: 5600.00
[Complete the Appendix 8B]
9. Value of Benefits-in-kind [See Explanatory Notes 14 and complete Appendix 8A] 35538.35
- TOTAL (items d1 to d9)** 56438.35
- e) 1. Remission: Amount of Income \$.....
2. Overseas Posting: *Full Year/Part of the Year (See Explanatory Note 10a)
3. Exempt Income : \$.....10000.00 (See Explanatory Note 10b)

f) Employee's income tax borne by employer? *YES / NO	If yes and fully borne by employer, DO NOT enter any amount in (i) and (ii)	
	(i) If tax is partially borne by employer, state the amount of income for which tax is borne by employer	
	(ii) If a fixed amount of tax is borne by employee, state the amount to be paid by employee	

DEDUCTIONS (See Explanatory Note 12 - Deductions)

EMPLOYEE'S COMPULSORY contribution to *CPF / Designated Pension or Provident Fund (less amount refunded/ to be refunded) Name of Fund: _____ (Please apply the appropriate CPF rates published by CPF Board on its website 'www.cpf.gov.sg'. Do not include excess/voluntary contributions to CPF, voluntary contributions to Medisave Account, voluntary contributions to Retirement Sum Topping-up Scheme, SRS contributions and contributions of Overseas Pension or Provident Fund in this item)	11300
Donations deducted from salaries for: *Yayasan Mendaki Fund/Community Chest of Singapore/SINDA/CDAC/ECF/Other tax exempt donations	12.00
Contributions deducted from salaries to Mosque Building Fund:	100.00
Life Insurance premiums deducted from salaries:	200

DECLARATION (See Explanatory Note 4)

EIS Enhancement Part 1 [Malaysia]

Employment Insurance Scheme (EIS) / Sistem Insurans Pekerjaan (SIP) will be effectively start January 2018.

With this version, Sage Payroll is now ready with EIS calculation in Payroll processing and some report templates update.

Below is the list of **Sage Payroll system screens** that updated:

Payments menu:

Location: Payment → 1st Half Payroll → View Payslip

Location: Payment → 2nd Half Payroll → View Payslip

Location: Payment → Weekly Payroll:

1. 1st Week Payroll – View Payslip
2. 2nd Week Payroll – View Payslip
3. 3rd Week Payroll – View Payslip
4. 4th Week Payroll – View Payslip
5. 5th Week Payroll – View Payslip
6. 6th Week Payroll – View Payslip

Below is one of the sample screen of 2nd Half Payroll – View Payslip

2nd Half Payroll - View Pay Slip

Employee No. 008 Pay Rate Type Monthly
 Line No. Pay Method Bank
 Name EMPLOYEE H

Code	Rate	Unit	Amount
DW	24.00	I/C	
PH	0.00	Work Hours	26.00
AL	0.00	Lateness	
MC	0.00	Early Dep.	
MT	0.00	No Pay Hours	
MR	0.00		
CL	0.00		
HL	0.00	1.0 TIME	0.00
EX	0.00	1.5 TIMES	0.00
PT	0.00	2.0 TIMES	0.00
AD	0.00	3.0 TIMES	0.00
	0.00	REST DAY	0.00
LS	0.00	PUB.HOL.	0.00
NPL	2.00		
AB	0.00		

Other - This Month	Amount
GROSS	2953.85
EPF 'YEE	326.00
EPF 'YER	385.00
SOCSCO 'YEE	14.75
SOCSCO 'YER	51.65
EIS 'YEE	5.90
EIS 'YER	5.90
PCB	
BONUS	
COMMISSION	
COMPENSATION	
GRATUITY	
M FUND	
T FUND	
AL [DAYS]	
MC [DAYS]	

Basic/Dir. Fee	OT/Aw.	Gross/BIK	EPF	SOCSCO	EIS	PCB	Other Ded.	NETT
2953.85	0.00	2953.85	326.00	14.75	5.90	0.00	0.00	2607.20
0.00	0.00	0.00	385.00	51.65	5.90			

View Calculation Line No. [Navigation Buttons] Exit

EIS employee and EIS employer field is now available in View Pay Slip screen for ease reference.

NETT amount is now updated with included calculation of EIS 'yee contribution amount.

Monthly and Yearly menu:

Location: Monthly And Yearly → Month to Date Pay Listing:

1. Range – MTD Statutory Deduction
2. Range – MTD Pay By Employee (1)
3. Range – MTD Pay By Employee (2)
4. Range – MTD Company Totals
5. Range – MTD Line Totals

Location: Monthly And Yearly → 12 Month Figures Update → Pay Summary

Location: Monthly And Yearly → Year to Date Pay Reports → Range – YTD Statutory Deduction

Location: Monthly And Yearly → Past Months Pay Transaction → Pay Summary

Housekeeping Menu:

Location: Housekeeping → Setup → Government Table → EIS Table

Below is the print screen of EIS Table:

Salary From	Salary To	Employee Contribution	Employer Contribution
1.00	30.00	0.05	0.05
30.01	50.00	0.10	0.10
50.01	70.00	0.15	0.15
70.01	100.00	0.20	0.20
100.01	140.00	0.25	0.25
140.01	200.00	0.35	0.35
200.01	300.00	0.50	0.50
300.01	400.00	0.70	0.70
400.01	500.00	0.90	0.90
500.01	600.00	1.10	1.10
600.01	700.00	1.30	1.30
700.01	800.00	1.50	1.50
800.01	900.00	1.70	1.70
900.01	1000.00	1.90	1.90
1000.01	1100.00	2.10	2.10
1100.01	1200.00	2.30	2.30
1200.01	1300.00	2.50	2.50
1300.01	1400.00	2.70	2.70
1400.01	1500.00	2.90	2.90
1500.01	1600.00	3.10	3.10

Exit

Below is the list of **report template** that updated in Sage Payroll:

Payments Menu:

Location: Payment → 1st Half Payroll & 2nd Half Payroll & Weekly Payroll → Management Report

1. Line No – Employees Pay Summary M1
2. Line No – Line Total Pay Summary Report
3. Line No – Pay Summary Report by Range

Location: Payment → 2nd Half + Bonus + Commission + Extra → Management Report → Employees Pay Summary M1

Location: Payment → 1st Half Payroll & 2nd Half Payroll – Payslip → X – Payslip

Location: Payment → 2nd Half + Bonus + Commission + Extra Payroll → Payslip → Payslip #2

Government Menu:

Location: Government → Socso Report

1. Socso View Contribution

Monthly and Yearly Menu:

Location: Monthly and Yearly → Month to Date Pay Listing

1. Range – MTD Pay Listing (1)
2. Range – MTD Pay Listing (2)
3. Range – MTD Statutory Deduction
4. Range – MTD Pay by Employee (1)
5. Range – MTD Company Totals

Location: Monthly and Yearly → 12 Months Yearly Report

1. 12 Month Pay Listing (H)
2. 12 Month Pay Listing (H) EXCEL
3. 12 Months Pay Listing (V)

Location: Monthly and Yearly → Year to Date Pay Reports

1. Range - YTD Statutory Deduction

Below is some print screens sample of specific updated report:

a. Range – MTD Pay Listing (1)

Mtd Pay Listing (1) [c:\ubspay90\reports\myr#014.frx]																
MONTH TO DATE PAY LISTING												PAGE : 1				
KITA CLINIC												28/02/2017				
NO.	EMPLOYEE NAME	BASIC PAY	DIR. FEE	OVERTIME	AW.	SUB TOTAL	ANREAR	BONUS	COMM.	EXTRA	TOTAL	OTHER DED.	EPF	SOC SO	EIS	PCB
1010	EMPLOYEE COMM	2500.00	-	-	-	2500.00	-	-	1000.00	-	3500.00	-	385.00	12.25	4.90	-
TOTAL :		2500.00	-	-	-	2500.00	-	-	1000.00	-	3500.00	-	385.00	12.25	4.90	-

b. MTD Pay by Employee (1)

MONTH TO DATE PAY BY EMPLOYEE (1)			
EMPLOYEE NO.	: 010	NAME	: EMPLOYEE COMM
BASIC PAY	: 2500.00	<u>OVERTIME</u>	
OVERTIME	: -	1.0 TIME	: - 3.0 TIMES
ALLOWANCE	: -	1.5 TIMES	: - REST DAY
DIRECTOR FEE	: -	2.0 TIMES	: - PUB.HOL.
GROSS PAY	: 2500.00		
BONUS	: -	<u>ALLOWANCE</u>	
COMMISSION	: 1000.00	ALLOW 1	: - NO ABSENT
EXTRA	: -		: - SHIFT ALL:
PCB	: -		: - TIP ALL
EPF 'YEE	: 385.00		
EPF 'YER	: 455.00		
SOC SO 'YEE	: 12.25	ATTN. 'YEE	: -
SOC SO 'YER	: 42.85	FOOD 'YEE	: -
EIS 'YEE	: 4.90		
EIS 'YER	: 4.90		
OTHER DEDUCTION	: -	NO LATENESS	: -
ANNUAL LEAVE	: -	<u>DEDUCTION</u>	
MEDICAL LEAVE	: -		: - T. BAITULMAL
PUBLIC HOLIDAY	: -		: - F.W. LEVY
MATERNITY LEAVE	: -		
MARRIAGE LEAVE	: -		
COMPASSIONATE LEAVE	: -		
HOSPITAL LEAVE	: -		: - ASN
EXAMINATION LEAVE	: -		
PATERNITY LEAVE	: -		
ADVANCE LEAVE	: -		
LINE SHUT DOWN	: -		
NO PAY LEAVE	: -		
ABSENT	: -		

What's next:

There will be a **EIS enhancement Part 2** releasing on the next version. Here's the listing of the remaining report template which will be update in the next release:

Payments Menu:

Location: Payment → 1st Half Payroll & 2nd Half Payroll & Weekly Payroll → Management Report

1. Branch – Employees Pay Summary MB1
2. Branch – Branch Total – Pay Summary Report
3. Category – Employees Pay Summary MC1
4. Category – Category Total – Pay Summary Report
5. Department – Employee Pay Summary MD1
6. Department – Department Total – Pay Summary Report
7. Project – Project Summary Report
8. Project – Project Total Report
9. Group – Employees Pay Summary G1
10. Group – Group Total – Pay Summary Report

Location: Payment → 1st Half Payroll & 2nd Half Payroll → Print Payslip

1. Q – Payslip
2. S – A4 Pay Slip
3. T – Pay Slip
4. U – Pay Slip
5. V – Pay Slip
6. W – Pay Slip
7. Y – Pay Slip
8. Z – Pay Slip
9. EZ1 – Pay Slip
10. EZ2 – Pay Slip
11. EZ3 – Pay Slip
12. EZ4 – Pay Slip
13. EZ5 – Pay Slip

Location: Payment → 2nd Half + Bonus + Commission + Extra → Print Payslip → Pay Slip #3

Location: Payment → Weekly Payroll → Print Payslip → Pay Slip Format #001

Monthly and Yearly Menu:

Location: Monthly and Yearly → Month to Date Pay Listing

1. Range – MTD Pay Listing (1) EXCEL
2. Range – MTD Pay Listing (2) EXCEL
3. Range – MTD Statutory Deduction EXCEL
4. Line No. – MTD Pay Listing (1)
5. Line No – MTD Pay Listing (2)
6. Line No. – MTD Statutory Deduction
7. Branch – MTD Pay Listing (1)
8. Branch – MTD Pay Listing (2)
9. Branch – MTD Statutory Deduction
10. Category – MTD Pay Listing (1)
11. Category – MTD Pay Listing (2)
12. Category – MTD Statutory Deduction
13. Department – MTD Pay Listing (1)
14. Department – MTD Pay Listing (2)
15. Department – MTD Statutory Deduction

Location: Monthly and Yearly → 12 Months Yearly Report

1. 12 Month EIS
2. 12 Month EIS (EXCEL)

Location: Monthly and Yearly → Year to Date Pay Reports

1. Range – YTD Pay Summary
2. Range – YTD Pay Summary EXCEL
3. Range – YTD Statutory Deduction EXCEL
4. Range – YTD Pay By Employee
5. Line No. – YTD Pay Summary
6. Line No. – YTD Statutory Deduction
7. Branch – YTD Pay Summary
8. Branch – YTD Statutory Deduction
9. Category – YTD Pay Summary
10. Category – YTD Statutory Deduction
11. Department – YTD Pay Summary
12. Department – YTD Statutory Deduction

Location: Monthly and Yearly → Past Month Pay Transaction

1. Pay Summary
2. Pay Slip
3. Management Reports – Pay Summary

For more information regarding on EIS, please visit Perkeso website: <https://www.perkeso.gov.my/sip/>

LHDN MTD 2018 Income Tax Table Update

LHDN announced update of Income Tax for Resident Individua.

- Individual income tax rate will be reduced by 2 percentage points for the 3 chargeable income bands.
- Income tax savings in range of RM300.00 to RM1,000.00 for individuals resulting from the reduction of tax rates.

In Sage Payroll, location that we will be update is under:

Housekeeping → Setup → Government Table → PCB Constant Value → Resident → List

													PCB Constant Value		
Taxpayf	Taxpayt	Fsthitpay	Taxper	K1	K3	K2	Individed	Spouseded	Childded	Pcbf_pec	Update	Su	Du	Taxtype	
2500.00	5000.99	2500.00	0.00	-400.00	-400.00	-800.00	9000.00	4000.00	2000.00	28.00	02/03/2012	3500.00	6000.00	RS	
5000.01	20000.99	5000.00	1.00	-400.00	-400.00	-800.00	0.00	0.00	0.00	0.00	/ /	0.00	0.00	RS	
20000.01	35000.99	20000.00	3.00	-250.00	-250.00	-650.00	0.00	0.00	0.00	0.00	/ /	0.00	0.00	RS	
35000.01	50000.99	35000.00	8.00	600.00	600.00	600.00	0.00	0.00	0.00	0.00	/ /	0.00	0.00	RS	
50000.01	70000.99	50000.00	14.00	1800.00	1800.00	1800.00	0.00	0.00	0.00	0.00	/ /	0.00	0.00	RS	
70000.01	100000.99	70000.00	21.00	4600.00	4600.00	4600.00	0.00	0.00	0.00	0.00	/ /	0.00	0.00	RS	
100000.01	250000.99	100000.00	24.00	10900.00	10900.00	10900.00	0.00	0.00	0.00	0.00	07/12/2009	0.00	0.00	RS	
250001.00	400000.99	250000.00	24.50	46900.00	46900.00	46900.00	0.00	0.00	0.00	0.00	/ /	0.00	0.00	RS	
400001.00	600000.99	400000.00	25.00	83650.00	83650.00	83650.00	0.00	0.00	0.00	0.00	/ /	0.00	0.00	RS	
600001.00	1000000.99	600000.00	26.00	133650.00	133650.00	133650.00	0.00	0.00	0.00	0.00	/ /	0.00	0.00	RS	
000001.00	99999999.99	1000000.00	28.00	237650.00	237650.00	237650.00	0.00	0.00	0.00	0.00	/ /	0.00	0.00	RS	

Below is the screen shot from the official announcement LHDN:

This amendment provides clarification in relation to Budget 2018. Amendments for computerised calculation method of Monthly Tax Deduction (MTD) 2017 are as follows:

1. Review of Income Tax Rates And Change In Income Tax Structure

a. Income Tax For Resident Individual

- Individual income tax rate will be decreased by 2 percentage points.
- Income tax savings in range of RM 300.00 to RM 1,000.00 for individuals resulting from the reduction of tax rates.

As proposed in the 2018 Budget, the tax rate value of P, M, R and B for MTD Computerised Calculation schedule 1 as follows:

Schedule 1: Value of P, M, R and B

P (RM)	M (RM)	R (%)	B Category 1 & 3 (RM)	B Category 2 (RM)
5,001 - 20,000	5,000	1	- 400	- 800
20,001 - 35,000	20,000	3	-250	-650
35,001 - 50,000	35,000	8	600	600
50,001 - 70,000	50,000	14	1,800	1,800
70,001 - 100,000	70,000	21	4,600	4,600
100,001 - 250,000	100,000	24	10,900	10,900
250,001 - 400,000	250,000	24.5	46,900	46,900
400,001 - 600,000	400,000	25	83,650	83,650
600,001 - 1,000,000	600,000	26	133,650	133,650
Exceeding 1,000,000	1,000,000	28	237,650	237,650

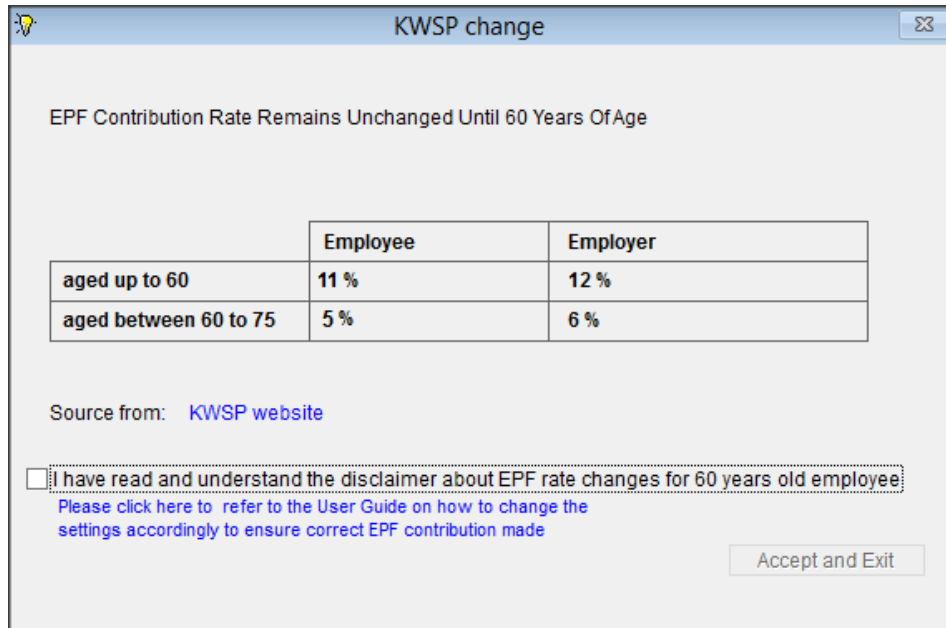
In line with the 2018 Budget as above, there are no amendment of PCB formula, TP1 and TP3 form.

For more information, please visit to LHDN website: <http://www.hasil.gov.my/>

KWSP Information Board Update [Malaysia]

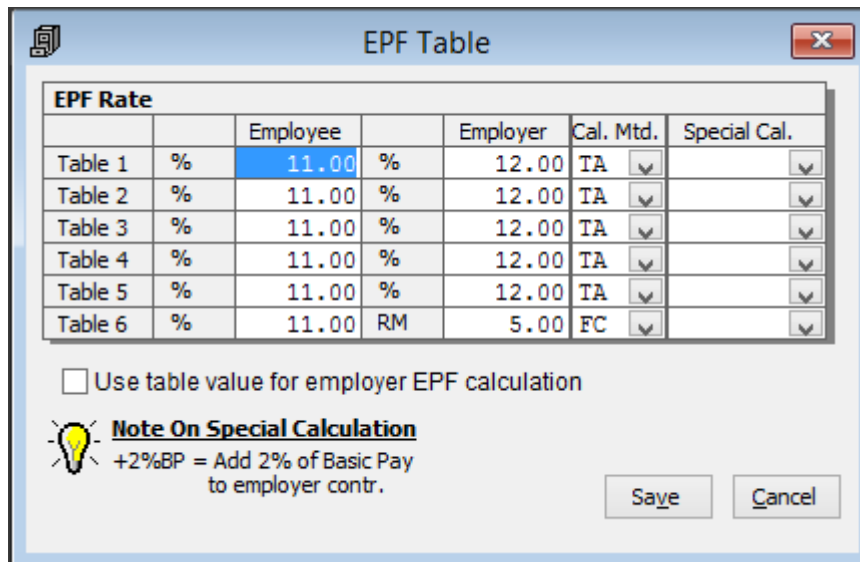
Starting from 1st January 2018, the 8% and 4.4% of the employee contribution rate will no longer applicable.

In Sage Payroll 9.9.4.0, the KWSP information board will be updated to the latest contribution rate when user first time creation of database:



However, there's no changes in EPF table in Sage Payroll. User will still have the right to change the % at location:

Housekeeping → Setup → Government Table → EPF Table



For more information, please visit to KWSP official website:

<http://www.kwsp.gov.my/portal/ms/employers/employers-responsibility/third-schedule>

Bank File Format Update

HSBC HUB MRI

APS No.	Payment type	Enhancement (New/Update)
105	Salary	Update

Useful Fixes

Below is the fixes detail that done in this version:

No	Case ID	Solution Area	Brief Description
1	414-185872	Payroll	<p>Socso Relief affect PCB calculation.</p> <p>Issue:</p> <ul style="list-style-type: none"> - Socso relief amount not updated correctly at 2nd half payroll → Relief and Rebate tab after processing with Bonus. <p>Resolved:</p> <ul style="list-style-type: none"> - Issue is now fixed. Socso relief amount is updated correct after processing with Bonus.
2	313-187831	Payroll	<p>MTD – Company Total Fix Comm not show</p> <p>Issue:</p> <ul style="list-style-type: none"> - Fix Commission of EPF (employee, employer) and Socso (employee, employer) not showing in MTD – Company Total Report and Preview screen. <p>Resolved:</p> <ul style="list-style-type: none"> - Issue fixed. Fix commission of EPF and Socso employee/employer contribution will be shown in MTD – Company Total Report and Preview screen.

***** End *****