What's New

Sage Payroll version 9.9.5.4

Release Date:
8 August 2019

9.9.5.4 Changes

The following enhancements are being released:

New LHDN Report – Lampiran B – Swasta 12 Months

Generate Employee Details Report in Excel Format

System message update for Addresses & Account No.

Payslip – V default format updated with Lateness hours and Lateness amount

Bank Enhancement

Useful fixes

New LHDN Report – Lampiran B – Swasta 12 Months

In this version, we had enhanced 1 new LHDN report which is the Lampiran B – Swasta 12 Months which location at Government → Income Tax Report → Lampiran B – Swasta 12 Mths.

Due to the limitation of the report preview structure, this report only available in Excel file format. When you click on Ok → It will direct you to generate excel format with the selection of employee that you wish to generate.

1.   Go to Government → Income Tax Reports → Lampiran B – Swasta

2.   Go to Government → Income Tax Reports → Lampiran B – Swasta → Update

In order to fulfil the data, which need to show in the report, a new screen was enhanced. In this Update screen, you will be able to fill in the number of children which related to the child relief by different category.

Take note: Total number of children which is the fields with blue colour was un-editable due to the information is getting from Personnel → Add/Update Employee → Spouse Particular → More … → Number of children breakdown.

3.   Go to Government → Income Tax Reports → Lampiran B – Swasta → Ok

A screen will be prompt as you able to choose the employee to be generate in the Lampiran B – Swasta.
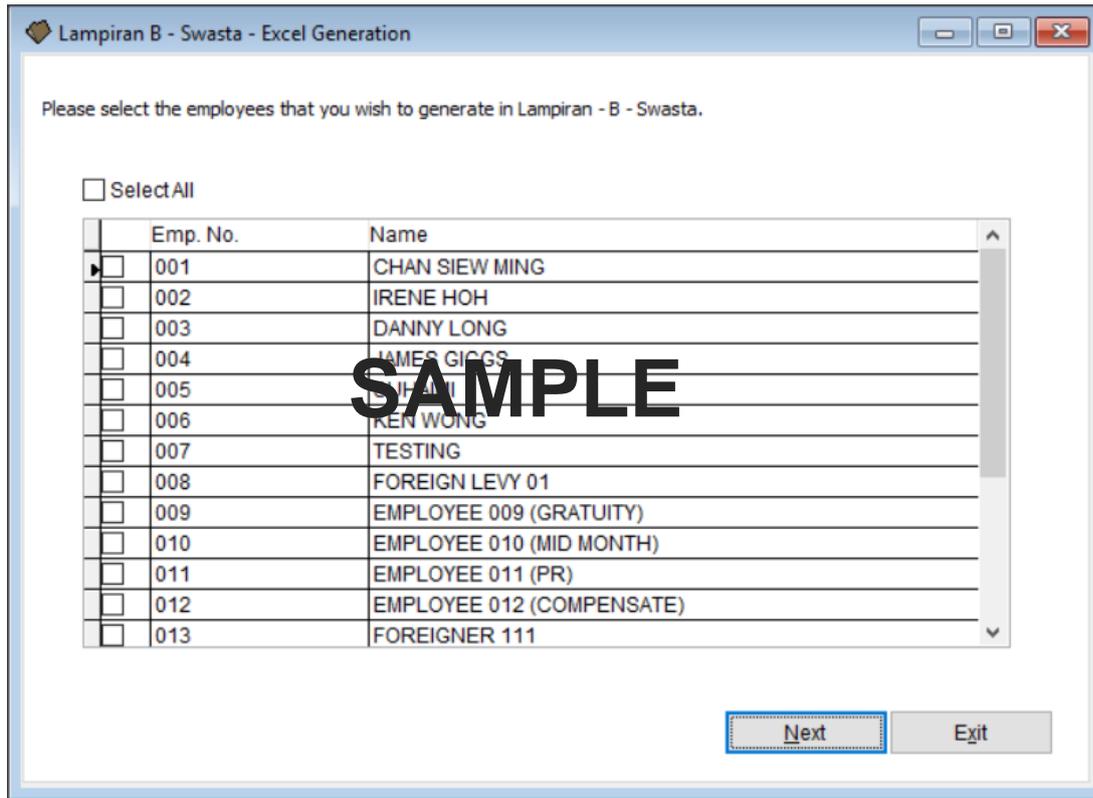
4.   Click Next → Click Generate Excel. Progress bar will show during the generation. Once it's completed, it will prompt a message box as Lampiran B – Swasta is generated.
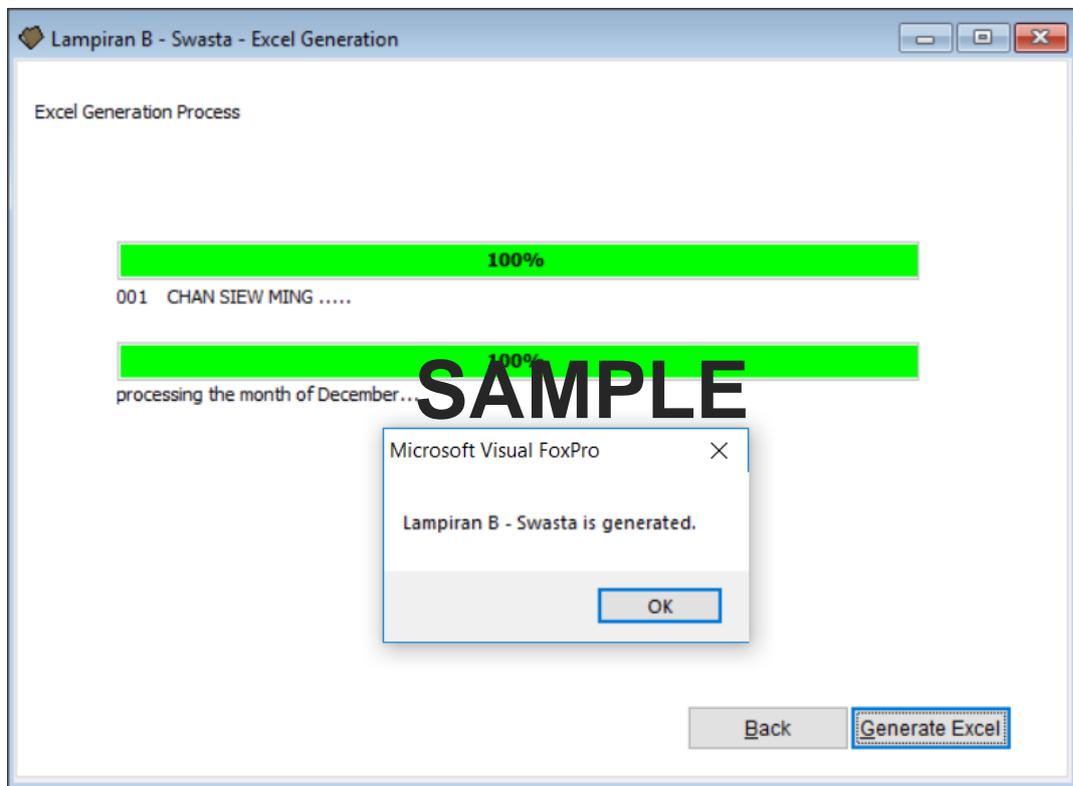
Take note: The excel generation might take up sometimes, depend on the capacity / number of employee that you wish to generate.

5. Below is the sample of the Lampiran B – Swasta Excel generated from Sage Payroll.

Lampiran B - SWASTA

PENYATA SARAAN & POTONGAN CUKAI (PCB & CP 38)

Potongan Bagi Tahun:	2019	
Nama Majikan:	Lampiran B Testing Company	
Nama Pekerja:	KELVIN NG	No. K/P : H012831 No. Ruj. Cukai: S1208471

BUTIRAN KATEGORI PCB PEKERJA PADA TAHUN POTONGAN DILAKUKAN ADALAH SEPERTI BERIKUT

Taraf Perkahwinan (tandakan ☑) :
- K1 ☐ Bujang
- K2 ☐ Berkahwin & pasangan tidak bekerja / tiada pendapatan ATAU suami mempunyai lebih dari 1 isteri & salah seorang tidak bekerja / tiada pendapatan
- K3 ☑ Berkahwin & pasangan bekerja / ada pendapatan ATAU Janda / Duda / Balu / Bercerai (Divorcee) : Potong mana yang tidak berkenaan.

Pekerja telah menuntut pelepasan anak seperti berikut :-

Berumur di bawah 18 tahun	1 orang
Lebih 18 tahun & belajar peringkat sijil / matrikulasi	0 orang
Lebih 18 tahun & belajar peringkat diploma ke atas dalam Malaysia	0 orang
Lebih 18 tahun & belajar peringkat ijazah ke atas luar Malaysia	0 orang
Anak Kurang Upaya	1 orang
Anak Kurang Upaya belajar peringkat ijazah ke atas luar Malaysia	1 orang
Anak Kurang Upaya belajar peringkat diploma ke atas dalam Malaysia	0 orang

Nota :-

Borang ini hendaklah diisi bagi kategori pekerja seperti berikut :-
1. Pekerja yang mana potongan PCB telah dilakukan.
2. Pekerja yang mana potongan PCB tidak dilakukan, tetapi menerima saraan kasar melebihi RM 2800 dan lebih sebulan.
3. Kemukakan borang ini bersama-sama dengan satu SALINAN FOTOSTAT Daftar Gaji / Payroll / Master Payroll / Payroll Listing / Slip Gaji (yang mana berkenaan)
4. Borang ini boleh diperolehi dalam bentuk "softcopy". Sila hubungi Unit Majikan Cawangan.

SAMPLE

Mengikut rekod majikan, PCB pekerja di atas dilakukan mengikut :   KATEGORI K3KA11

Lain-lain bayaran / elaun (nyatakan jenis)

Bulan	Gaji Pokok	Overtime	Insentif	Yuran Pengarah	Komisen	Fixed	Non-fixed	Daily	Shift	Bonus	Jumlah Saraan Kasar	KWSP Pekerja	Saraan Bersih	Potongan Zakat	PCB Telah Dilakukan	Potongan CP 38 Telah Dilakukan	Catatan
Jan	10000	0		15000	0	60	0	0	0	0	25060	2750	18460.15	0	3830.1	0	
Feb	10000	0		2500	0	60	0	0	0	1100	13660	1496	9906.75	0	1522.5	0	
Mac	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	
Apr	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	
Mei	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	
Jun	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	
Jul	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	
Ogos	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	
Sept	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	
Okt	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	
Nov	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	
Dis	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0	
Jumlah	20000	0		0	0	120	0	0	0	1100	38720	4246	28366.9	0	5352.6	0	

Akuan Majikan   Catatan majikan :-

Adalah disahkan bahawa maklumat seperti yang ditunjuk di atas telah disalin semula / diambil dari rekod asal syarikat / majikan.

Take note: There's only 1 excel file will be generate even though there's more than 1 employee that you wish to generate. Example, of there's 10 employees, in 1 excel file there's 10 tabs which represent different employee.

Generate Employee Details Report in Excel Format

From this version and onwards, Sage Payroll is now able to generate the Employee Details Report in excel file format.

We enhanced the Generate Report preview at Personnel → Personnel Report → Generate Reports.
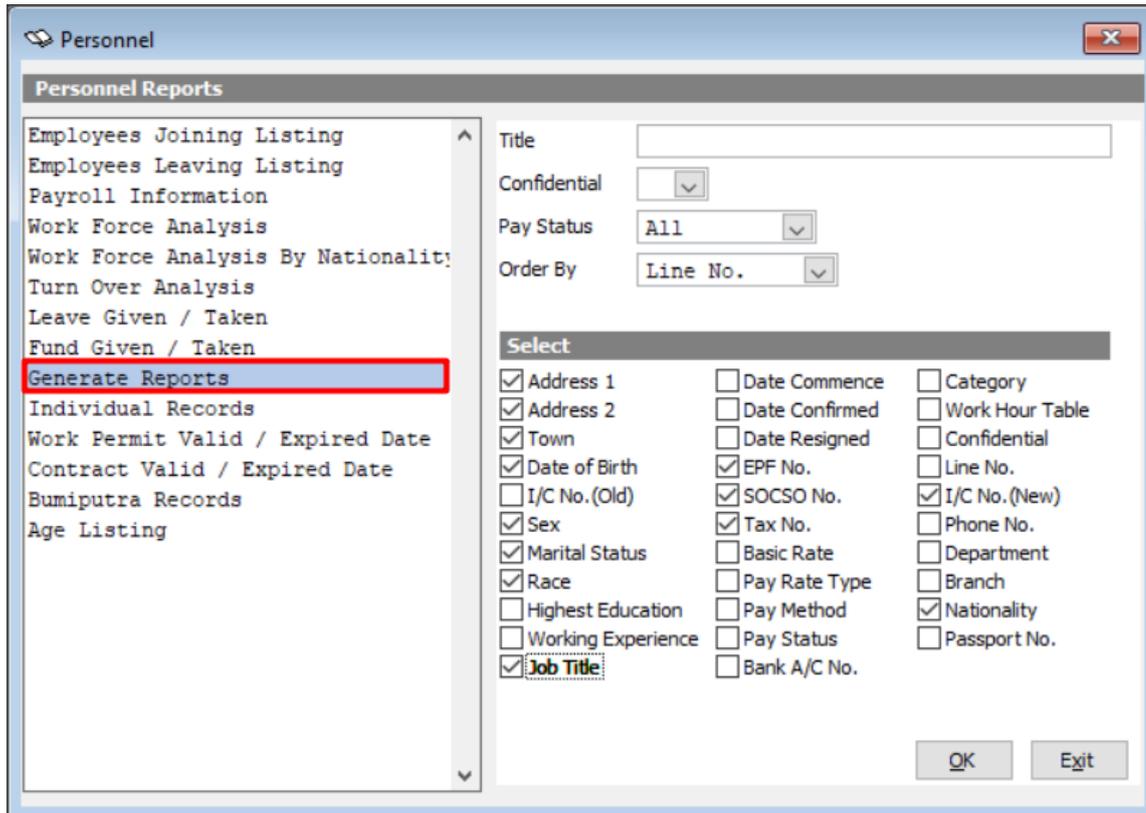
With this enhancement, you will be able to generate out employee information in excel format. The preview report format will be removed due to the limited report size structure which unable to preview all the chosen field to be preview in the report.

1. Go to Personnel → Personnel Report → Generate Reports → Choose the field(s) that you wish to generate → OK
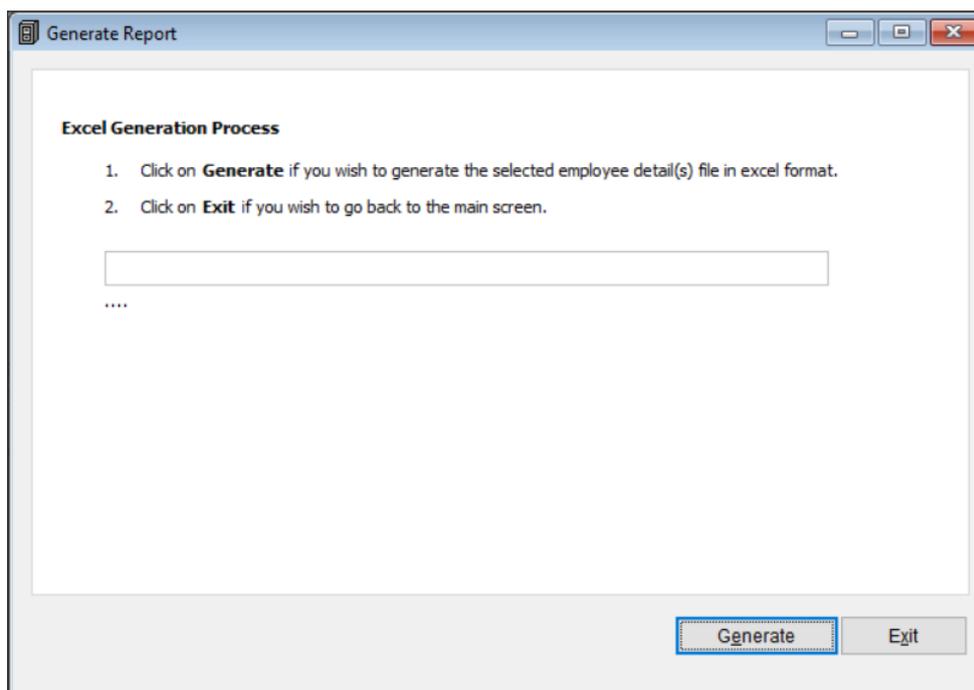
2. Click Generate.
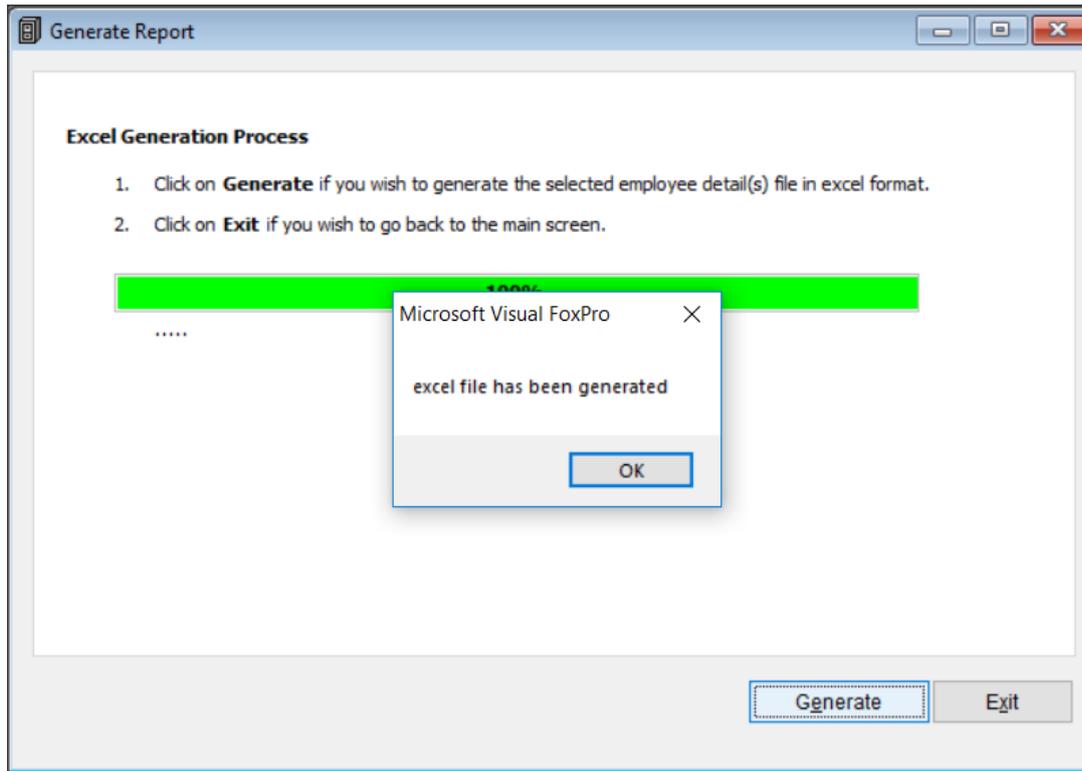
3. Below is the sample excel file that generated:

System message update for Addresses & Account No.

In this version, we had update and modify the prompt system message for the bank file generation if the addresses & account no. is not set with APS no.

Previously the prompt system message is unclearly and misleading if user wish to generate bank file but did not do the setting at Addresses & Account no. With this update, user will get a clear message on which location to do the setting first before generating any related files.

Area that we had done the system message box update:

- Bank file generation

- EPF file generation

- Socso file generation

- Tax file generation

- EIS file generation

Take an example:

1. User A wish to generate Bank file for Category 2 but did not do the setup at Addresses & Account No.

2. Go to 2nd Half Payroll → Thru Bank Via Diskette → Choose category 2 → OK → System will prompt the latest message by telling the user to do the setup first before generating for this bank category.

Payslip – V Default format updated with Lateness hours and Lateness amount

In this version and onward, Payslip – V default format of Lateness hours and Lateness amount fields are available and included in the payslip. You can now preview the Lateness hours and amount in the Payslip – V.

Take an example,

Employee 112 has the lateness hour 6.20 and lateness deduction amount

Bank Enhancement

UOB Salary File Format

APS No.	Payment type	Enhancement (New/Update)	Details
110	Salary	Update	Updated with the latest new format.

Useful Fixes

Below is the fixes detail that done in this version:

No	Case ID	Solution Area	Brief Description
1	SAP – 654	Income Tax Report	Monthly processing Bonus and commission is not update in EA form. **Issue:** - Monthly processing bonus and commission amount is not updated in EA Form, it will update only when perform recalculate 12 months figure. **Resolved:** - Issue is now fixed. Monthly processing bonus and commission amount will update in EA form.
2	SAP – 508, SAP – 685	User Right	User right for Add/Update Employee and Generate Employee Socso Table **Issue:** - Set the user right for unable the access on Add/Update Employee and Generate Employee Socso Table at User Define Menu, however the user still able to access into these 2 functions. **Resolved:** - Issue is now fixed. If the user ID do not have the user right to access for Add/Update Employee and Generate Employee Socso Table, then the menu will be dim. All setting will be done at User Define Menu.
3	SAP – 505	Bank File	System generate inaccurate IC number in the Hong Leong Payroll bank file. **Issue:** - Employee with IC number starting with 00 is generate inaccurately in the bank file, it generates as 10. **Resolved:** - Issue is now fixed. Employee with IC number starting with 00 will be generated as 00 in the Hong Leong bank file at External Application.
4	SAP – 846	Management Report	Management report – Total Line Basic and Gross amount is inaccurate and PCB amount is double up in the report. **Issue:** - Issue happen in 2nd Half Payroll + Bonus + Commission + Extra → Management Report, employee with fixed commission is not added in the total line basic amount. **Resolved:** - Issue is now fixed. Employee with fixed commission amount will be show correctly of the Total Line Basic amount, gross amount and PCB amount in the Management Report.
5	SAP – 814	Income Tax Report	TP3 form tax relief amount incorrect. **Issue:** - TP3 form tax relief amount only show as the previous month tax relief amount but not the total amount. **Resolved:** - Issue is now fixed. TP3 form tax relief amount should show the total tax relief amount.

****** End ******