

## Tax Benefit in SQL Payroll

### 1) Process Month End

- To process the month FINAL payroll -

Transaction Posting	
Year: 2015	Month: 6

Payroll Transaction

Process Date: 30/06/2015

Process From: 01/06/2015 To 30/06/2015 ...

Description

Description 1: Month End (06.2015)

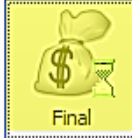
Description 2:

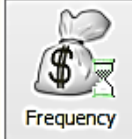
Ref 1:

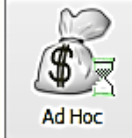
Ref 2:

Include Default Wages/Allowance/Deduction in addition to Pending Transactions

**Process**

  
Final

  
Frequency

  
Ad Hoc

- 2) Select the employee  
(eg : Lee Chong Wai )

Code	Name
00001	asda
001	LEE CHONG WAI
002	KOO KIAN KEAT
003	NICOLE
004	WONG CHUN HAN
005	YAP KIM HOCK

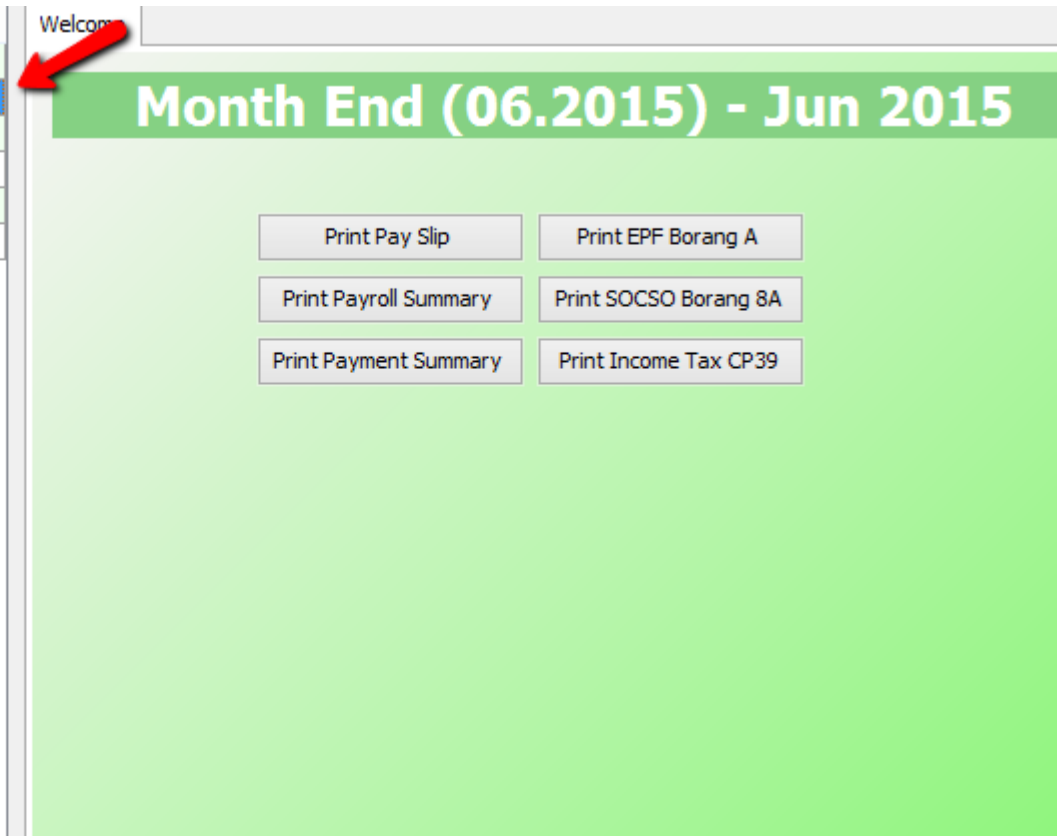
Welcome

## Month End (06.2015) - Jun 2015

Print Pay Slip      Print EPF Borang A

Print Payroll Summary      Print SOCSO Borang 8A

Print Payment Summary      Print Income Tax CP39



3) Right click on an empty space and click on “Show Tax Benefit”

The screenshot displays a payroll management application. On the left, a table lists employees with their codes and names. The main area shows a detailed payroll summary for 'LEE CHONG WAI' for 'Month End (06.2015)'. A context menu is open over a table area, with a red arrow pointing to the 'Show Tax Benefit' option.

Code	Name
00001	asda
001	LEE CHONG WAI
002	KOO KIAN KEAT
003	NICOLE
004	WONG CHUN HAN
005	YAP KIM HOCK

**Payroll Summary for LEE CHONG WAI (Month End 06.2015)**

Wages:	3,000.00	Loan:	-	Employer EPF:	468.00
Allowance:	530.00	Deduction:	-	Employer SOCSO:	51.65
Overtime:	-	EPF:	396.00		
Commission:	-	SOCOSO:	14.75		
Claims:	-				
Paid Leave:	-				
Director Fees:	-	CP38:	-		
Bonus:	-	Unpaid Leave:	-		
Advance Paid:	-	Advance Deduct:	-		
<b>Gross Pay:</b>	<b>3,530.00</b>	<b>Gross Deduct:</b>	<b>410.45</b>	<b>Gross Net Pay:</b>	
<b>Net Pay:</b>					

**Tax Benefit**

Trans...	Post Date	Employee	Code
<No data to display>			

- Show Wages
- Show Allowance
- Show Overtime
- Show Commission
- Show Claims
- Show Paid Leave
- Show Director Fees
- Show Bonus
- Show Advance Paid
- Show Loan
- Show Deduction
- Show CP38
- Show Unpaid Leave
- Show Advance Deduct
- Show Tax Benefit**
- Show Tax Deduction
- Show Payroll Info
- Show All Details
- Reset

4) Insert the tax benefit and also the amount.

Code	Name
00001	asda
001	LEE CHONG WAI
002	KOO KIAN KEAT
003	NICOLE
004	WONG CHUN HAN
005	YAP KIM HOCK

Welcome 001

LEE CHONG WAI  
Month End (06.2015)

Wages: 3,000.00    Loan: -

Allowance: 530.00    Deduction: -

Overtime: -    EPF: 396.00    Employer EPF: 468.00

Commission: -    SOCSO: 14.75    Employer SOCSO: 51.65

Claims: -

Paid Leave: -

Director Fees: -    CP38: -    Computerized Calculation

Bonus: -    Unpaid Leave: -    PCB: Print PCB    -0.30    C1

Advance Paid: -    Advance Deduct: -    Gross Zakat: -

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Gross Pay: 3,530.00    Gross Deduct: 410.45    Gross Net Pay: 3,119.55    (Adjustment) -

**Net Pay: 3,119.55**

Tax Benefit

Trans...	Post Date	Employee	Code	Description	Ref1	Ref2	Amount
I 16/06/2015	30/06/2015	001	Motorcar	Motorcar			

5) Click code to select the tax benefit.

SQL Payroll Enterprise Edition - saddsa [2015] - [Month End 06.2015]

File Edit View Human Resource Payroll Leave Inquiry Tools Window Help

Code	Name
00001	asda
001	LEE CHONG WAI
002	KOO KIAN KEAT
003	NICOLE
004	WONG CHUN HAN
005	YAP KIM HOCK

Welcome: 001

LEE CHONG WAI  
Month End (06.2015)

Wages: 3,000.00 Lgan: -  
 Allowance: 530.00 Deduction: -  
 Overtime: - EPF: 396.00 Employer EPF: 468.00  
 Commission: - SOCSO: 14.75 Employer SOCSO: 51.65  
 Claims: - Tax Benefit: 100.00  
 Paid Leave: -  
 Director Fees: - CP38: - Computerized Calculation  
 Bonus: - Unpaid Leave: - PCB: Print PCB 34.70 C1  
 Advance Paid: - Advance Deduct: - Gross Zakat: -

Gross Pay: 3,530.00 Gross Deduct: 445.45 Gross Net Pay: 3,084.55 (Adjustment) -  
**Net Pay: 3,084.55**

Tax Benefit

Trans...	Post Date	Employee	Code	Description	Ref1	Ref2	Amount
16/06/2015	30/06/2015	001	TB.1000	Motorcar			100.00
		<b>Alias</b>		<b>Description</b>			
			Motorcar	Motorcar			
			Driver	Driver provided			
			Furnishing	Household furnishings, apparatus and appliances			
			Entertainment	Entertainment and recreation			
			Gardener	Gardener			
			Servant	Household servant			
			Vacation	Vacation Benefit			
			Membership	Recreational club membership			
			Miscellaneous	Miscellaneous			
			VOLA	Value of Living Accommodation			

10 Fetch All A-- A=a New

Code	EA Form (Section B)
Motorcar	2(a.i)
Driver	2(a.ii)
Furnishing	2(c.iii – Perabot dan Kelengkapan)
Entertainment	2(c.iii – Hiburan dan Rekreasi)
Gardener	2(d)
Servant	2(d)
Vacation	2(e)
Membership	2(c.iii – Hiburan dan Rekreasi)
Miscellaneous	2(f)
VOLA	3

- 6) For example, I key in RM100 for “Motorcar”:  
 - Select the tax benefit/ key in amount/ Click Save

The screenshot displays a payroll software interface. On the left, a table lists employee codes and names. The main area shows a summary for employee LEE CHONG WAI for the month ending 06.2015. The summary includes wages, allowances, deductions, and net pay. A red arrow points to the 'Welcome' button in the top toolbar. Below the summary, a 'Tax Benefit' section contains a table with one entry: 'Motorcar' with an amount of 100.00. The 'Motorcar' text and the '100.00' amount are highlighted with red boxes.

Code	Name
00001	asda
001	LEE CHONG WAI
002	KOO KIAN KEAT
003	NICOLE
004	WONG CHUN HAN
005	YAP KIM HOCK

Employee: LEE CHONG WAI  
 Month End (06.2015)

Wages: 3,000.00  
 Allowance: 530.00  
 Overtime: -  
 Commission: -  
 Claims: -  
 Paid Leave: -  
 Director Fees: -  
 Bonus: -  
 Advance Paid: -

Loan: -  
 Deduction: -  
 EPF: 396.00  
 SOCSO: 14.75  
 CP38: -  
 Unpaid Leave: -  
 Advance Deduct: -

Employer EPF: 468.00  
 Employer SOCSO: 51.65  
 Tax Benefit: 100.00  
 Computerized Calculation  
 PCB: Print PCB 34.70 C1  
 Gross Zakat: -

Gross Pay: 3,530.00  
 Gross Deduct: 445.45  
 Gross Net Pay: 3,084.55 (Adjustment)

Net Pay: 3,084.55

Trans...	Post Date	Employee	Code	Description	Ref1	Ref2	Amount
16/06/2015	30/06/2015	001	Motorcar	Motorcar			100.00

7) Now, we go to preview EA Form to check the tax benefit amount:  
- Payroll/ Government Reports/ Print Income Tax EA Form

SQL Payroll Enterprise Edition - sdds5a [2015]

File Edit View Human Resource **Payroll** Leave Inquiry Tools Window Help

- New Payroll...
- Open Payroll...
- Open Pending Payroll...
- Maintenance
  - Print Pay Slip...
  - Print Payroll Summary...
  - Print Payroll Summary (Work Unit)...
  - Print Coinage Report...
  - Print Cheque Listing Report...
  - Print Credit Bank Report...
  - Print Contribution Info...
- Government Reports**
  - Print EPF Borang A...
  - Print SOCSO Borang 2 (Joined)...
  - Print SOCSO Borang 3 (Resigned)...
  - Print SOCSO Borang 8A...
  - Print Income Tax CP 39...
  - Print Income Tax CP 39A...
  - Print Income Tax CP 22...
  - Print Income Tax CP 22A...
  - Print Income Tax EA Form...**
  - Print Income Tax EC Form...
  - Print Income Tax CP 8 / CP 159...
  - Print Income Tax CP 8D...
  - Print Income Tax PCB 2(1)...
  - Print Zakat Borang Skim Berkat...
  - Print HRDF...

The screenshot shows the SQL Payroll Enterprise Edition software interface. The 'Payroll' menu is open, and the 'Government Reports' sub-menu is expanded, with 'Print Income Tax EA Form...' selected. The main window displays a dashboard with icons for 'New Payroll', 'Past Payroll', 'Payroll Payslip', and 'Payroll Summary'. Logos for EPF, SOCSO, and LHDN MALAYSIA PCB are also visible.

8) Select the employee and apply:

Year: 2015

Branch:   ... Project:   ...

Department:   ... Job:   ...

Group:   ... Task:   ...

Employee:  001 ...



9) Click preview and select any format :

Year: 2015

Branch:  [ ] ... Project:  [ ] ...

Department:  [ ] ... Job:  [ ] ...

Group:  [ ] ... Task:  [ ] ...

Employee:  001 ...

Apply

Income Tax Borang EA Income Tax Borang EA Income Tax Borang EA

2015 Preview

NAME	B-1	B-1-2-3	B-1-3-2	D-1	D-2	D-3	E-2	G-1
LEE CHONG WAI	3,000.00	15,000.00	530.00	-101.20	-	-	-2,046.00	

Select Report

- PR.Tax.BorangEA-2015-BM.Report
- PR.Tax.BorangEA-2015-English.Report
- PR.Tax.BorangEA-2014-BM.Report
- PR.Tax.BorangEA-2014-English.Report
- PR.Tax.BorangEA-2013-BM.Report
- PR.Tax.BorangEA-2012-BM(NoDate).Report
- PR.Tax.BorangEA-2012-BM.Report
- PR.Tax.BorangEA-2011-BM.Report
- PR.Tax.BorangEA-2010-BM.Report

Select All OK Cancel

10) Check the EA Form

\*\*Nilai Kereta dan petrol = RM100

Fast Report

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**BORANG EA INI PERLU DISEDIAKAN UNTUK DISERAHKAN KEPADA PEKERJA BAGI TUJUAN CUKAI PENDAPATANNYA**

**A BUTIRAN PEKERJA**

1. Nama penuh Pekerja/Pesara(En/Cik/Puan) LEE CHONG WAI  
 2. Jawatan ..... 3. No. Kakitangan/ No. Gaji 001  
 4. No. K.P. Baru 881212014321 ..... 5. No. Pasport .....  
 6. No. K.W.S.P. ....  
 7. Jika bekerja tidak genap setahun, nyatakan:  
 (a). Tarikh mula bekerja 02/01/2010 .....  
 (b). Tarikh berhenti kerja .....

**B PENDAPATAN PENGAJIAN, MANFAAT DAN TEMPAT KEDIAMAN Tidak Termasuk Elaun/Perkuisit/ Pemberian/Manfaat Yang Dikecualikan Cukai** RM

1. Gaji Kasar, upah atau gaji cuti(termasuk gaji lebih masa) ..... 3,000.00  
 Fi (termasuk fi pengarah), komisen atau bonus ..... 15,000.00  
 Tip kasar, perkuisit penerimaan sugu hati atau elaun-elaun lain (Perihal pembayaran ..... ) ..... 530.00  
 Cukai Pendapatan yang dibayar oleh Majikan bagi pihak Pekerja .....

2. Nilai Manfaat atau kemudahan berupa barangan: .....  
 (a) Kereta (Tarikh sebenar diperuntukan ..... ) (i) Nilai Kereta dan petrol 100.00  
 (Jenis ..... Tahun ..... ) Model ..... (ii) Nilai Pemandu .....

(b) Elektrik, air, telefon dan kemudahan lain .....  
 (c) Nilai manfaat rumahtangga : ( \*Potong yang tidak berkenaan )  
 (i) Separuh lengkap dengan perabot\*/penyaman udara\*/langsa\*/permaidani\*, atau .....  
 (ii) Lengkap dengan perkakas dapur, pinggan mangkuk, peralatan atau perkakas, atau .....  
 (iii) Butiran berasingan: Perabot dan kelengkapan .....  
 Perkakas Dapur .....  
 Hiburan dan Rekreasi .....

(d) Pembantu rumah dan tukang kebun .....  
 (e) Manfaat Tambang Percutian .....  
 (f) Lain-lain (misalnya makanan dan pakaian) .....

3. Nilai tempat kediaman (Alamat ..... )  
 4. Bayaran balik daripada Kumpulan Wang Simpanan/Pencen yang tidak diluluskan .....  
 5. Pampasan kerana kehilangan pekerjaan .....

**C PENCEN DAN LAIN-LAIN**

1. Pencen .....  
 2. Anuiti atau Bayaran berkala yang lain .....

**JUMLAH** ..... 18,630.00

**D JUMLAH POTONGAN**

1. Potongan Cukai Berjadual (PCB) Tahun Semasa yang dibayar kepada LHDNM ..... 101.20  
 2. Arahkan Potongan CP 38 .....  
 3. Potongan Zakat yang dibayar kepada pihak berkuasa pemungut zakat .....

**E CARUMAN YANG WAJIB DIBAYAR OLEH PEKERJA KEPADA KUMPULAN WANG PENCEN ATAU SIMPANAN YANG DILULUSKAN**

Nama Kumpulan Wang KWSP .....  
 Amaun caruman yang wajib dibayar (nyatakan bahagian pekerja sahaja) RM 2,046.00 .....

**F BUTIRAN PEMBAYARAN TUNGGAKAN DAN LAIN-LAIN BAGI TAHUN-TAHUN TERDAHULU (SEBELUM TAHUN SEMASA)**

Bayaran Baki Tahun ..... Jenis Pandangan ..... Jumlah bayaran /RM ..... Caruman KWSP /RM ..... Potongan Cukai Berjadual /DCB /RM .....

**THE END**