



Release Notes

Release Date: 11 January 2021

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Contents

Release Notes Summary	1
IRAS API Submission ^{New}	2
IRAS API Submission	3
Company Information ^{New}	6
Text File ^{New}	8
Report ^{New}	9
Summary and Reconcile Report	9
Summary Report	10
Reconcile Report	11
Delete IR&A FORM ^{New}	12

Release Notes Summary

Feature	Release Type	Setup Required	User Guide	Contact Support	Admin Access	Supervisor Access	User Access
IRAS (for Singapore company) <ul style="list-style-type: none">• IRAS API Submission <i>New</i>• Company Information <i>New</i>• Text File <i>New</i>• Report <i>New</i>• Delete IR8A Form <i>New</i>	Enhancement	–	–	–	√	–	–

IRAS API Submission New

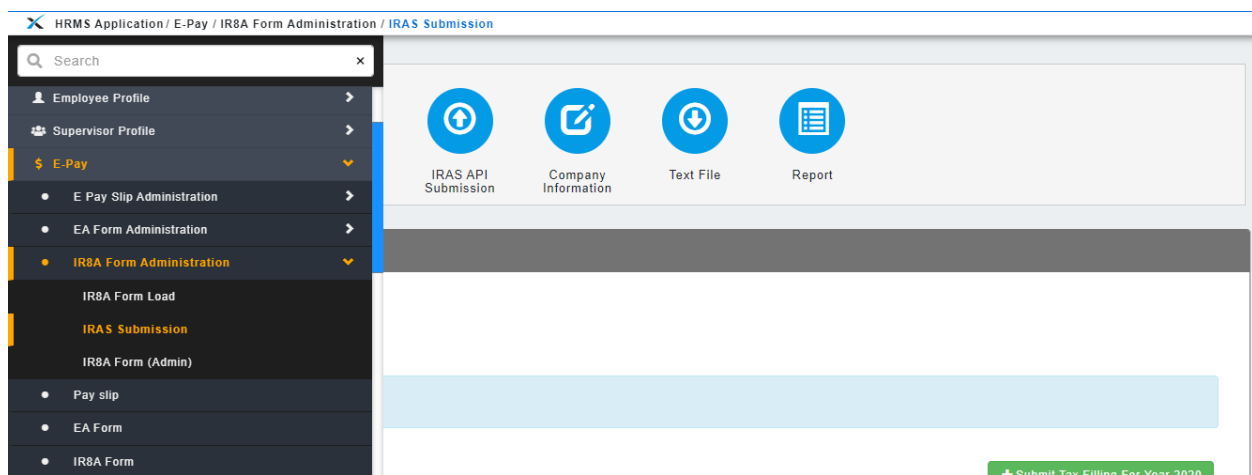
* Note: Only **ONE** submission is allowed for the **API submission**, and all the necessary form detail (IR8S, Appendix 8A and Appendix 8B) must be submitted together with IR8A in the same submission. Amendment is not supported at this moment.

Before the submission, data loading for IR8A, IR8S, Appendix 8A and Appendix 8B is required.

For more information regarding how to Setup Form and Load Data, please refer to the user guide.

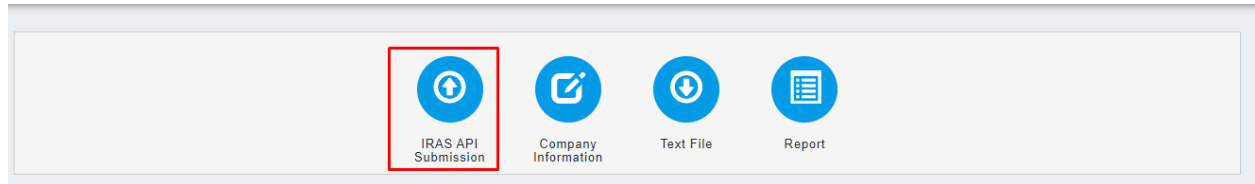
In this module (***IRAS Submission***), you can:

- **Upload** IR8A, IR8S, Appendix 8A and Appendix 8B directly to IRAS portal
- **Update** company information for IRAS text file and API submission
- **Download** text file for Validation and Submission via IRAS portal (*IRAS will no longer support AIS submissions via the Validation and Submission Application effective from calendar year 2023 onwards*)
- **Pull report** for payroll summary and reconciliation report (check loaded IR8A detail against payroll data)



IRAS API Submission

IRAS API Submission allow the admin to submit employee's earning **directly to IRAS portal via EmplX System**.



Once the data **Validation is completed** in the EmplX system, admin may **submit directly to IRAS Portal** from EmplX system as below.

The screenshot shows a 'Validation' window with a table of data. The table has four columns: IR8A, IR8S, A8A, and A8B. Each column has two rows of data. The first row in each column shows a red 'X' followed by a '0'. The second row in each column shows a yellow triangle followed by a '0'. Below the table, a green message box states: '✓ Verification successful. Click **Submit to IRAS** to proceed for submission.' At the bottom right of the window, there are two buttons: 'Submit To IRAS' (green) and 'Close' (red).

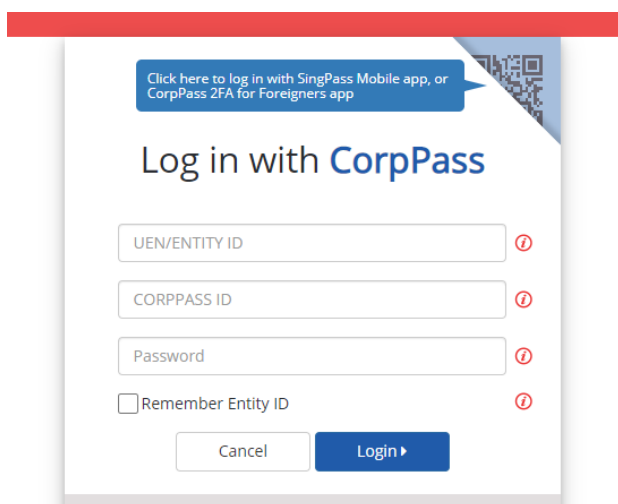
IR8A	IR8S	A8A	A8B
✗ 0	✗ 0	✗ 0	✗ 0
⚠ 0	⚠ 0	⚠ 0	⚠ 0

✓ Verification successful. Click **Submit to IRAS** to proceed for submission.

Submit To IRAS Close

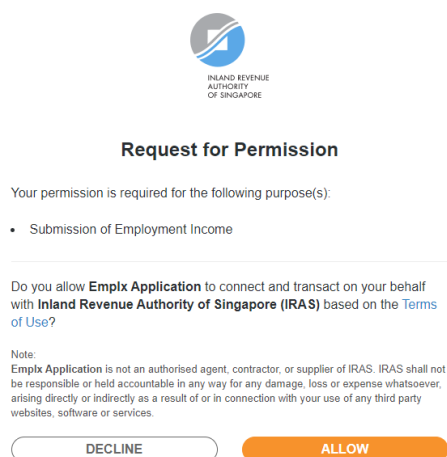
Validation without Error

You will be prompted to login with your CorpPass account as below. UEN/ENTITY ID must be the same as the value input for Registration No. in company information section.



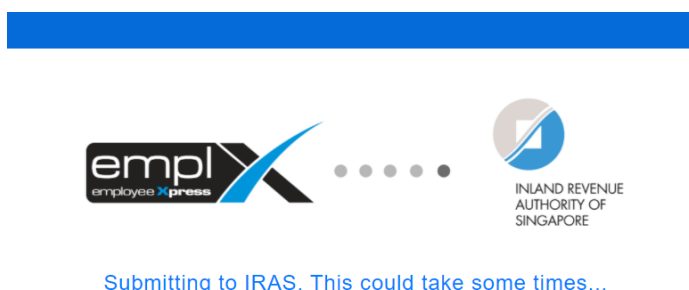
The image shows a login form titled "Log in with CorpPass". At the top, there is a blue banner with a QR code and text: "Click here to log in with SingPass Mobile app, or CorpPass 2FA for Foreigners app". Below the banner, the form has three input fields: "UEN/ENTITY ID", "CORPPASS ID", and "Password". Each field has a red information icon to its right. Below the "Password" field is a checkbox labeled "Remember Entity ID" with a red information icon to its right. At the bottom of the form are two buttons: "Cancel" and "Login ▶".

Once successfully login, a consent page will be shown as below, click **Allow** to proceed.



The image shows a "Request for Permission" page from the Inland Revenue Authority of Singapore (IRAS). At the top is the IRAS logo. Below it, the title "Request for Permission" is centered. The text "Your permission is required for the following purpose(s):" is followed by a bulleted list: "• Submission of Employment Income". Below this, a question asks: "Do you allow **EmplX Application** to connect and transact on your behalf with **Inland Revenue Authority of Singapore (IRAS)** based on the [Terms of Use](#)?" A note below states: "Note: EmplX Application is not an authorised agent, contractor, or supplier of IRAS. IRAS shall not be responsible or held accountable in any way for any damage, loss or expense whatsoever, arising directly or indirectly as a result of or in connection with your use of any third party websites, software or services." At the bottom are two buttons: "DECLINE" and "ALLOW".

EmplX will then submit the validated information to IRAS Portal. This may take a few minutes and it depends on the IRAS portal to process on the request. **DO NOT** close the screen until it's completed.



Once completed, the submission status will be returned. Click “**Close**” and you will be redirected back to EmplX IRAS Submission page.

Status

✔ File submitted successfully. Check log for more details

Export

Submission Log Id	No. of Employee	Submission Status	Submission Message
22	8	Success	-

Show 10 entries

Showing 1 to 1 of 1 entries

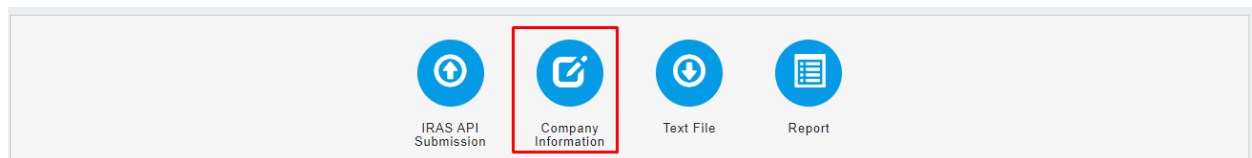
Previous 1 Next






✕ Close

Company Information New

The **previous IRAS Form Setup** under the “Control Master (Admin)” module as below will be **obsoleted** and the setup can be made in the New IRAS Submission page.

In the IRAS Submission module, click on “Company Information” icon to update the company information and authorized personnel’s information for IRAS submission as below.



Company Information						
<div>Show 10 entries</div> <div><div>+ Add New</div><div>Search</div></div>						
Year	Authorised Person Name	ID No.	Authorised Person Designation	Phone No.	Authorised Person Email	Action
2019	Chin Yew Kin	ID12345	Chief Operating Officer	6512341234	email@mail.com	  
2000	Lisa Hee	ID12121	Finance/Admin Manager	6512341234	email@mail.com	  
<div>Showing 1 to 2 of 2 entries</div> <div><div>Previous</div><div>1</div><div>Next</div></div>						

 to edit particular tax year.

 to copy particular tax year info.

 to delete the record.

When [+ Add New](#) is clicked, admin will be able to add new company tax info for each year as below.

Add

Company Information

Effective From *	:	<input type="text"/>		Registration Type *	:	UEN - Business Registration number issu	▼
Company Name *	:	<input type="text"/>		Registration No. *	:	<input type="text"/>	
Address *	:	<input type="text"/>					
IR8A Source *	:	Mindef	▼				

Authorised Person

Name *	:	<input type="text"/>	ID No. *	:	<input type="text"/>
Designation *	:	<input type="text"/>	Phone No. *	:	<input type="text"/>
Email *	:	<input type="text"/>			

[Save](#) [Close](#)

Text File ^{New}

Admin will be able to download the IRAS Text File from the “Text File” icon as below. The Text files are for **IR8A, IR8S, A8A and A8B** only.

The screenshot shows the 'Text File Generator' module. At the top, there is a navigation bar with four icons: 'IRAS API Submission', 'Company Information', 'Text File' (highlighted with a red box), and 'Report'. Below the navigation bar, the 'Text File Generator' section contains a 'Year of Assessment' dropdown set to '2020'. Below this is a table with 'Submission Type' and 'Action' columns. The table lists 'IR8A' and 'IR8S' with download icons in the 'Action' column. A blue chat bubble icon is visible in the bottom right corner.

Submission Type	Action
IR8A	
IR8S	

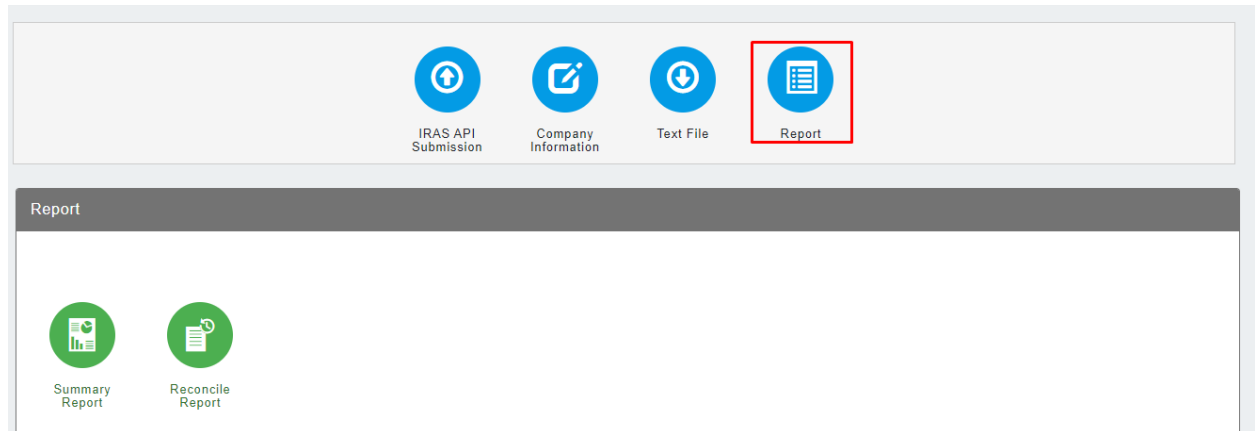
*** Note:** IRAS related Text files from “Text File Generator” module as below will be **obsoleted** as well for module consolidation purposes.

The screenshot shows the 'Text File Generator' module with the following fields:

- Pay Period ***: 2020-09
- Text File ***: Appendix 8A | (Appendix 8A Text File format)

A yellow banner at the bottom states: "Please generate IR8A, IR8S, Appendix 8A and Appendix 8B text file from IRAS API".

Summary and Reconcile Report



Summary Report

This report shows summary of the employees' income as below. There are filtering features and options to group the report by Department/ Job Class / Job Level / Employee or No Grouping.

Filter

Apply Filter

Retrieve
Clear Filter

Year
2020

Pay Period
1 selected

Employment Status
Select options

Department
Select options

Worker Type
Select options

Job Grade
Select options

Employee
Select options

Job Level
Select options

Group By
☐ No Grouping
☒ Department
☐ Job Class
☐ Job Level
☐ Employee

Summary Report

Export

Pay Period: 2020-12

Department		Finance									
Total Employee		3									
Subject To Income Tax						Not Subject To Income Tax					
Code	Allowance	Amount	Code	Deduction	Amount	Code	Allowance	Amount	Code	Deduction	Amount
Transport_Allowance	Transport Allowance		-	-	-	-	-	-	CDAC	CDAC	
Attendance_Allowance	Attendance Allowance										
Others_Allowance	Others Allowance										
Total		0.00	Total		0.00	Total		0.00	Total		0.00
Basic Pay			Employee CPF			Employer CPF			Bank		0.00
Overtime			Adjustment (+)			SDL			Cheque		0.00
Allowance			Adjustment (-)						Cash		0.00
Deduction											
Gross Pay			Nett Pay			No. of Employee		3			

Reconcile Report

There are 2 sections in this report:

1. The comparison between **Total Remuneration Paid** (*Total amount processed through EmplX Payroll Processing*) and **Total Remuneration Reported** (*Total amount loaded through the IR8A Form Load*). Any variances detected will be highlighted in red in the “Variance” column as below.


Filter

Reconcile Report

Export

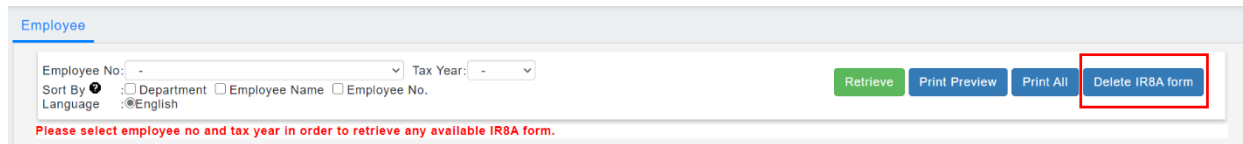
Category	Sum From	Total Remuneration Paid	Total Remuneration Reported	Variance
Total amount of bonus	o Bonus (non-contractual bonus paid in 2013 and / or contractual bonus) (See paragraph 12b of the Explanatory Notes)			100.00
Total amount of CPF	o CPF Amount			0.00
Total amount of Director Fee	o Director's fees (approved at the company's AGM/EGM on 2013) (See paragraph 12c of the Explanatory Notes)	0.00	0.00	0.00
Total amount of Donation	o Yayasan Mendaki Fund/Community Chest of Singapore/SINDA/CDAC/ECF/Other tax exempt donations			0.00
Total amount of employment income for which tax is borne by employer	o amount of employment income for which tax is borne by employer	0.00	0.00	0.00
Total amount of exempt income	o Exempt Income/ Income subject to Tax Remission	0.00	0.00	0.00
Total amount of income tax liability for which tax is borne by employee	o state the amount borne by employee	0.00	0.00	0.00
Total amount of Insurance	o Life Insurance premiums deducted from salaries	0.00	0.00	0.00
Total amount of MBF	o Contributions deducted from salaries for Mosque Building Fund	0.00	0.00	0.00
Total amount of Others	o Amount accrued from 1993 o Contributions made by employer to any Pension/Provident Fund constituted outside Singapore			0.00

2. The remunerations/formula code which has been paid/processed in the system to the employees but did not assign or misassign to the IR8A category.

						 Export
Code	Code Desc	Amount	Taxable	Type	IRAS Category	
Annual_Leave_Encashment	Annual Leave Encashment	0.00	Yes	Allowance	Gross Salary Fees Leave Pay Wages and Overtime Pay	
Attendance_Allowance	Attendance Allowance	0.00	Yes	Allowance	TOTAL (Items d1 to d9)	
Attendance_Allowance	Attendance Allowance	0.00	Yes	Allowance	Total Allowance	
Attendance_Allowance	Attendance Allowance	0.00	Yes	Allowance	Other Allowance (See paragraph 12d (I) of the Explanatory Notes)	
Bonus	Bonus	0.00	Yes	Allowance	Bonus (non-contractual bonus paid in 2013 and / or contractual bonus) (See paragraph 12b of the Explanatory Notes)	
CDAC	CDAC	0.00	No	Deduction	Yayasan Mendaki Fund/Community Chest of Singapore/SINDA/CDAC/ECF/Other tax exempt donations	
CPF	CPF	0.00	No	Deduction	CPF Amount	
CPFER	CPFER	0.00	No	Statutory		
Long_Service_Award	Long_Service_Award	0.00	Yes	Allowance		
MBMF	MBMF	0.00	No	Deduction	Yayasan Mendaki Fund/Community Chest of Singapore/SINDA/CDAC/ECF/Other tax exempt donations	

Delete IR8A FORM *New*

A New “Delete IR8A form” button added in the “IR8A Form (Admin)” module as below which allow the admin to delete the unnecessary IR8A form in the system by tax year.

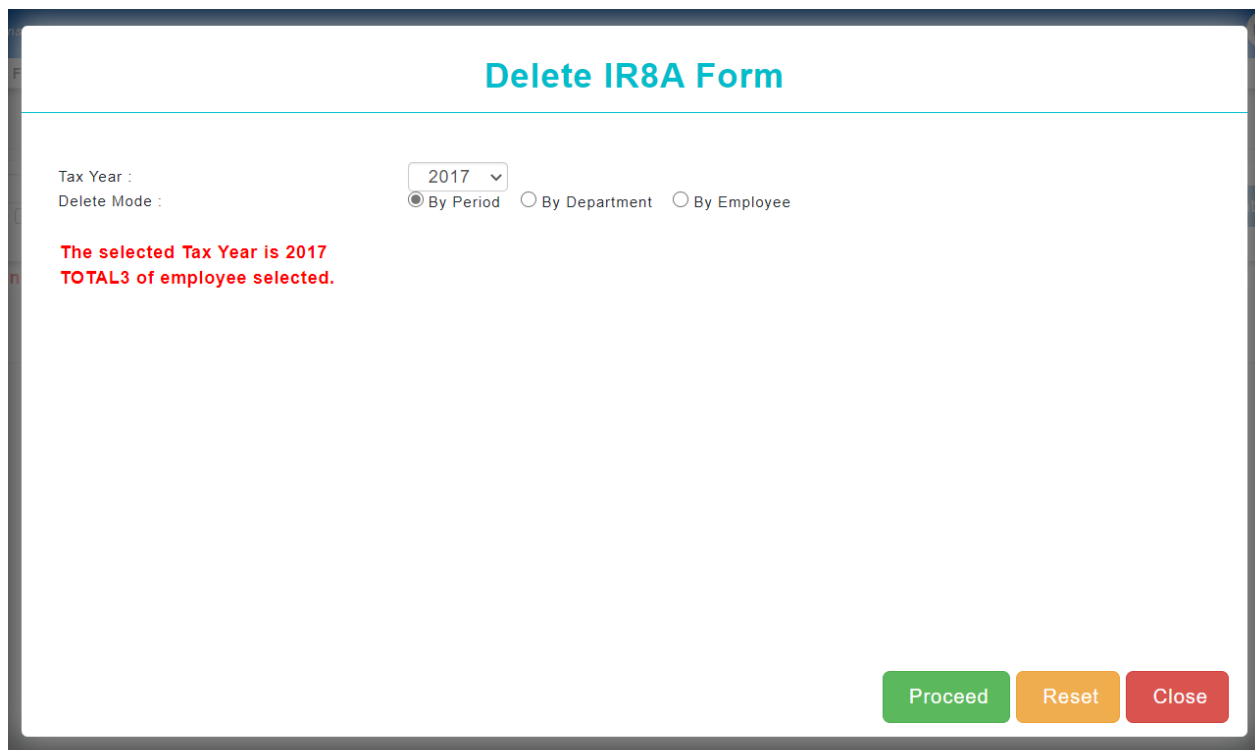


The screenshot shows the 'Employee' tab in the 'IR8A Form (Admin)' module. It features a search bar with 'Employee No.' and 'Tax Year' dropdowns. Below the search bar are checkboxes for 'Sort By' (Department, Employee Name, Employee No.) and 'Language' (English). To the right of the search bar are four buttons: 'Retrieve' (green), 'Print Preview' (blue), 'Print All' (blue), and 'Delete IR8A form' (blue, highlighted with a red rectangle). A red error message at the bottom states: 'Please select employee no and tax year in order to retrieve any available IR8A form.'

There are **3 modes** which allow Admin to delete the form: -

1) By Period

- The data will display the total employees of the selected tax year which will be deleted.



The screenshot shows the 'Delete IR8A Form' dialog box. It has a title bar with the text 'Delete IR8A Form'. Inside the dialog, there is a 'Tax Year' dropdown menu set to '2017'. Below it, the 'Delete Mode' section has three radio buttons: 'By Period' (selected), 'By Department', and 'By Employee'. A red message at the bottom left states: 'The selected Tax Year is 2017 TOTAL3 of employee selected.' At the bottom right, there are three buttons: 'Proceed' (green), 'Reset' (orange), and 'Close' (red).

2) By Department

- Admin will be able to delete the employees' IR8A Form by selecting department(s) instead of by person.

The screenshot shows the 'Delete IR8A Form' window. At the top, the title 'Delete IR8A Form' is displayed in blue. Below the title, there is a 'Tax Year' dropdown menu set to '2017'. Underneath, the 'Delete Mode' section has three radio buttons: 'By Period', 'By Department' (which is selected), and 'By Employee'. A red instruction message reads: 'Please select below departments. Select the department correctly before proceed.' To the right of this message is a 'Search' input field. Below the message is a table with a blue header row containing a checkbox and the text 'All department'. The table body is currently empty. At the bottom right of the window are three buttons: 'Proceed' (green), 'Reset' (orange), and 'Close' (red).

3) By Employee

- Admin will be able to delete the IR8A Form by employee level as well if only a few employees involved.

The screenshot shows the 'Delete IR8A Form' window. At the top, the title 'Delete IR8A Form' is displayed in blue. Below the title, there is a 'Tax Year' dropdown menu set to '2017'. Underneath, the 'Delete Mode' section has three radio buttons: 'By Period', 'By Department', and 'By Employee' (which is selected). A red instruction message reads: 'Please select below employees. Select the employee(s) correctly before proceed.' To the right of this message is a 'Search' input field. Below the message is a table with a blue header row containing a checkbox, 'Employee No', and 'Employee Name'. The table body contains three rows, each with a checkbox and some blurred text for employee details. At the bottom right of the window are three buttons: 'Proceed' (green), 'Reset' (orange), and 'Close' (red).

Click on the **“Proceed”** button after confirming the selection.