



Release Notes

Release Date: 11 October 2022

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Release Notes Summary

| Feature | Release Type | Setup Required | User Guide | Contact Support | Admin Access | Supervisor Access | User Access |
|---|--------------|----------------|------------|-----------------|--------------|-------------------|-------------|
| Payroll <ul style="list-style-type: none">TP1 Form Printing <i>New</i> | Enhancement | – | – | – | √ | – | – |

TP1 Form Printing New

Admins will now be able to download and print TP1 Form for previous and current year after successful TP1 Form submission. Admins can choose to download and print TP1 form for single employee or mass download TP1 form for multiple employees.

Print TP1 Form for individual employees:

Under the newly labelled **Filing** tab, select an employee and tax year. Click on the newly added **Download** button to display the selected TP1 Form in a new tab. Right click and select print to open the print preview window.

Before:

TP1 Form page without new Filing and Printing tab and Download button

MAKLUMAT INDIVIDUAL

Reminder: Please Submit TP1 Form For Each Pay Period Before Processing

New

Edit

Delete

Employee No

:

Tax Year

:

Employee Name

:

Income Tax No.

:

IC No.

:

No. Passport

:

Bahagian C & D

Bahagian C: MAKLUMAT POTONGAN

HAD

POTONGAN

HAD

POTONGAN

TAHUN

DII

TAHUN

DII

TAHUN

DII

TAHUN

DII

TAHUN

DII

TAHUN

DII

After:

TP1 Form page **with** new Filing and Printing tab and Download button

MAKLUMAT INDIVIDUAL

Reminder: Please Submit TP1 Form For Each Pay Period Before Processing

New Download Edit Delete

Employee No. :

Tax Year :

Employee Name :

IC No. :

Income Tax No. :

No. Passport :

Bahagian C: MAKLUMAT POTONGAN

| | HAD TAHUNAN (RM) | POTONGAN | |
|--|------------------|----------------|-------------------|
| | | TERKUMPUL (RM) | BULAN SEMASA (RM) |
| C1 Perbelanjaan rawatan perubatan, keperluan khas dan penjaga untuk ibu bapa. (Keadaan kesihatan disahkan oleh pengamal perubatan) | 8000 | 6.00 | 1 |

TP1 Form displayed in new tab after clicking on Download button:

BORANG PCB/TP1 (1/2022)

LEMBAGA HASIL DALAM NEGERI

BORANG TUNTUTAN POTONGAN DAN BEBAT INDIVIDU BAGI TUJUAN POTONGAN CUKAI BULANAN (PCB)

KADAH KADAH CUKAI PENDAPATAN (POTONGAN BULANAN) SISA: 1994

BORANG INI DITETAPKAN DI BAWAH SEKSYEN 152 AKTA CUKAI PENDAPATAN 1967 (ACP)

Bulan Potongan: Tahun Potongan:

BAHAGIAN A: MAKLUMAT MAJIKAN

A1 Nama Majikan :

A2 No. Rujukan Fail Majikan :

BAHAGIAN B: MAKLUMAT INDIVIDU

B1 Nama :

B2 Nombor Pengenalan :

B3 Nombor Pasport :

B4 Nombor Cukai Pendapatan :

B5 Nombor Pekerja / Gaji :

BAHAGIAN C: MAKLUMAT POTONGAN

| | HAD TAHUNAN (RM) | POTONGAN | |
|--|------------------|-------------|----------------|
| | | SEMASA (RM) | TERKUMPUL (RM) |
| C1 Perbelanjaan rawatan perubatan, keperluan khas dan penjaga untuk ibu bapa. (Keadaan kesihatan disahkan oleh pengamal perubatan) | 8,000 | 1000 | |
| C2 Peralatan sokongan asas untuk kegunaan diri sendiri, suami/isteri, anak atau ibu bapa yang kurang upaya | 6,000 | | |
| C3 Yuran pendidikan (diri sendiri): (i) Peningkat selain Sarjana dan Doktor Falsafah - Bidang undang-undang, perakaunan, kewangan Islam, telekital, vokasional, industri, saintifik atau teknologi (RM) | 7,000 | | |
| (ii) Peningkat Sarjana atau Doktor Falsafah - sebarang bidang atau kursus pengajian (RM) | | | |
| (iii) Kursus peningkatan kemahiran atau kemajuan diri (Terhad RM2,000) | | | |

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Mass print TP1 Form for multiple employees:

Under the new **Printing** tab, select the tax year and month then select from a list of employees. Click on the **Download** button to save download a zip file containing the desired TP1 forms. Download may take some time depending on the number of forms.

The screenshot shows a web interface with a top navigation bar containing 'Filing' and 'Printing' tabs. The 'Printing' tab is active and highlighted with a red box. Below the tabs is a form area with three rows of selection fields:

- Tax Year *: 2022 (dropdown menu)
- Tax Month *: 2 selected (dropdown menu)
- Employee *: 1 selected (dropdown menu)

To the right of these fields is a blue 'Download' button, which is also highlighted with a red box.