LEMBAGA HASIL DALAM NEGERI MALAYSIA

INITIAL AMENDMENT TO SPECIFICATION FOR MONTHLY TAX DEDUCTION (MTD) CALCULATIONS USING COMPUTERISED CALCULATION FOR 2023

Updated : 1 January 2023

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A. INTRODUCTION

According to the provision under Rule 3, Income Tax (Deduction from Remuneration) Rules 1994 (MTD Rules), the Schedule under Income Tax (Deduction from Remuneration) (Amendment) Rules 2014 is part of the MTD specification.

An employer who uses the computerised payroll system provided by the software provider or, developed or customised by the employer should in accordance with computerised calculation specifications to determine Monthly Tax Deduction (MTD). Inland Revenue Board of Malaysia (IRBM) should review and issue verification/approval letter to software providers/employers who comply with MTD specification.

This booklet is to provide guideline and MTD verification procedure for software provider or employers who developed or customized their payroll system.

B. PROCEDURE FOR VERIFICATION OF COMPUTERISED CALCULATION METHOD

1. Software providers/employers must comply with specification and provides accurate answer and calculation for all question of testing formula/specification of MTD calculation through email.

2. IRBM shall arrange appointment (if necessary) to verify software providers/employers' payroll system if all the answer provided is accurate.

3. IRBM shall issue verification/approval letter for MTD calculation to software providers/employers if all answer and calculation presented is comply with the specification.

4. Employers who using the computerised payroll system provided by software providers/employers *who complied with the MTD calculation specifications (from year 2012 to 2022)* **need NOT** obtain further verification from IRBM.

5. IRBM will upload the list of software providers/employers (update biweekly) who complied with the MTD calculation specifications in IRBM website.

6. Please forward application using company's letterhead to:

   Pengarah
   Lembaga Hasil Dalam Negeri Malaysia
   Jabatan Pungutan Hasil
   Aras 15, Menara Hasil
   Persiaran Rimba Permai Cyber 8
   Peti Surat 11833
   63000 Cyberjaya
   Selangor Darul Ehsan
   [Attn: Bahagian Pemodenan Sistem Pengutan (BPSP)]

   or email to:

   ask_payrollMTD@hasil.gov.my

C. **AMENDMENT TO SPECIFICATION FOR MTD CALCULATIONS USING COMPUTERISED CALCULATION METHOD FOR YEAR 2023**

Notice:

All software providers/employers who obtained verification for MTD from year 2012 to 2022 should apply the amendment to the specification for MTD Computerised Calculations pursuant to Budget 2023 to their payroll system without obtaining further verification for MTD 2023 from IRBM.

This initial amendment is only subject to Tax Relief that will expire in 2022. No change for computerised calculation method of Monthly Tax Deduction (MTD) 2023 until the New Budget 2023 is issued.

There is no amendment of MTD formula. However, there are some amendments of deduction item on Form TP1 and TP3 as below:

1.   Form TP1

i) Deletion of item C7

C7 Tabungan bersih dalam Skim Simpanan Pendidikan Nasional (jumlah simpanan dalam tahun semasa ditolak daripada jumlah pengeluaran dalam tahun semasa)	8,000	

ii) Deletion of item C13a

C13a Gaya hidup – Pembelian komputer peribadi, telefon pintar atau tablet untuk kegunaan / manfaat diri sendiri, suami / isteri atau anak dan bukan untuk kegunaan perniagaan	2,500	

iii) Deletion of item C16

C16 Perbelanjaan pelancongan domestik seperti berikut: (i) Bayaran penginapan di premis berdaftar (MOTAC) (ii) Bayaran masuk ke pusat tarikan pelancong (iii) Pembelian pakej pelancongan domestik (MOTAC)	1,000	

2.   Form TP3

i) Deletion of item D7

D7 Tabungan bersih dalam Skim Simpanan Pendidikan Nasional (jumlah simpanan dalam tahun semasa ditolak daripada jumlah pengeluaran dalam tahun semasa)	8,000	

ii) Deletion of item D13b

D13b Gaya hidup – Pembelian komputer peribadi, telefon pintar atau tablet untuk kegunaan / manfaat diri sendiri, suami / isteri atau anak dan bukan untuk kegunaan perniagaan	2,500	

iii) Deletion of item D16

D16 Perbelanjaan pelancongan domestik bagi: (i) Bayaran penginapan di premis penginapan yang berdaftar (ii) Bayaran masuk ke tempat tarikan pelancong (iii) Pembelian pakej pelancongan domestik melalui ejen pengembaraan	1,000	

D. MONTHLY TAX DEDUCTION (MTD) FOR COMPUTERISED CALCULATION

The MTD calculation depends on the residence status of the employee. There are 2 types of residence status as follows:

a. NON-RESIDENT EMPLOYEE

MTD of an employee who is not resident or not known to be resident in Malaysia shall be calculated at the rate of **30 %** of his remuneration.

Example: Employee is not resident in calendar year 2022.

Total monthly remuneration : RM3,000.00
MTD calculation : RM3,000.00 x 30%
Total MTD : RM900.00

A non-resident employee is eligible to get tax exemption on allowances, benefits and perquisites as stated in page **16 and 17** in this document. The exempt income shall be excluded from the remuneration for MTD purposes.

> **Note:**
>
> With effect from August 2017, MTD for resident on foreign workers is applicable to employees with an employment contract of or more than 182 days i.e. covering holders of the Visit Pass (Temporary Employment) [VP(TE)] as well as expatriates.

b. RESIDENT EMPLOYEE

MTD of an employee who is resident or known to be resident in Malaysia is derived after deducting all allowable deductions under the Income Tax Act (ITA), 1967.

MTD formula are categorised into four (4) formulas. The employer may change the category of remuneration based on the approval from the IRBM. The formulas are:

1) Computerised calculation for Normal Remuneration
2) Computerised calculation for Additional Remuneration
3) Computerised calculation for Returning Expert Program (REP)
4) Computerised calculation for Knowledge Worker at Specified Region (Iskandar Malaysia)

1. COMPUTERISED CALCULATION FOR NORMAL REMUNERATION

"Normal remuneration means fixed monthly remuneration paid to the employee whether the amount paid is fixed or variable as specified in the contract of service in writing or otherwise;

- If the employee has no salary and only receives a commission, the commission paid is considered as remuneration.
- If the monthly salary is paid on a daily or hourly basis, the total monthly salary paid is considered as remuneration.
- If the monthly salary changes due to the change in currency values, the total monthly salary paid is also considered as remuneration.

The amount of Monthly Tax Deduction based on Computerised Calculation is determined in accordance with the following formula:

Monthly Tax Deduction for the current month	$= \dfrac{[(P - M)\,R + B] - (Z + X)}{n + 1}$
Net Monthly Tax Deduction	$=$ Monthly Tax Deduction for the current month – *zakat* for the current month
Where	$P = [\sum(Y - K^*) + (Y_1 - K_1^*) + [(Y_2 - K_2^*)\,n] + (Y_t - K_t^*)^{**}] - [D + S + D_U + S_U + QC + (\sum LP + LP_1)]$

P	Total chargeable income for a year;
$\sum(Y - K)$	Total accumulated net normal remuneration and net additional remuneration for the current year, paid to an employee prior to the current month, including net normal remuneration and net additional remuneration paid by previous employer, if any;
Y	Total accumulated gross normal remuneration and gross additional remuneration for the current year, paid to an employee prior to the current month, including gross normal remuneration and gross additional remuneration paid by previous employer, if any;
K	Total contribution to Employees Provident Fund or other approved scheme paid in respect of Y, if any, subject to the total qualifying amount per year;
Y_1	Gross normal remuneration for the current month;
K_1	Contribution to Employees Provident Fund or other approved scheme paid in respect of Y_1, subject to the total qualifying amount per year;
Y_2	Estimated remuneration as Y_1 for the subsequent months;
K_2	Estimated balance of total contribution to Employees Provident Fund or other approved scheme paid for the balance of qualifying months [[Total qualifying amount per year – $(K + K_1 + K_t)$] / n] or K_1, whichever is lower;
$Y_t - K_t$	Net additional remuneration for the current month;
Y_t	Gross additional remuneration for the current month;
K_t	Contribution to Employees Provident Fund or other approved scheme paid in respect of Y_t, subject to the total qualifying amount per year;

* $K + K_1 + K_2 + K_t$ not exceeding the total qualifying amount per year;
** $\sum(Y_t - K_t)$ only applies to calculation of Monthly Tax Deduction for additional remuneration;

N	Balance of month in a year;
n + 1	Balance of month in a year, including current month;
D	Deduction for individual;
S	Deduction for husband or wife;
D_U	Deduction for disabled person;
S_U	Deduction for disabled husband or wife;
Q	Deduction for qualifying children;
C	Number of qualifying children;

Value of D, S and C are determined as follows:
(i) Category 1 = Single:
        Value of D = Deduction for individual, S = 0 and C = 0;

    (ii)   Category 2 = Married and husband or wife is not working:
            Value of D = Deduction for individual,
            Value of S = Deduction for husband or wife, and
            Value of C = Number of qualifying children;

    (iii)   Category 3 = Married and husband or wife is working, divorced or widowed, or single with adopted child:
            Value of D = Deduction for individual,
            Value of S = 0, and
            Value of C = Number of qualifying children;

$\sum LP$	Accumulated allowable deductions in the current year, including from previous employment, if any;
LP_1	Allowable deductions for the current month;
M	Amount of the first chargeable income for every range of chargeable income a year;
R	Percentage of tax rates;
B	Amount of tax on M after deduction of tax rebate for individual and husband or wife, if qualified;
Z	Accumulated *zakat* paid in the current year other than *zakat* for the current month;
X	Accumulated Monthly Tax Deduction paid for the previous month in the current year, including payment from previous employment, but shall not include additional Monthly Tax Deduction requested by the employee and payment of tax installment.

Upon getting the value of P, the value of M, R and B are determined based on Table 1 where the value of B depends on the category of employee.

Table 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	13	1,800	1,800
70,001 - 100,000	70,000	21	4,400	4,400
100,001 - 250,000	100,000	24	10,700	10,700
250,001 - 400,000	250,000	24.5	46,700	46,700
400,001 - 600,000	400,000	25	83,450	83,450
600,001 - 1,000,000	600,000	26	133,450	133,450
1,000,001 - 2,000,000	1,000,000	28	237,450	237,450
Exceeding 2,000,000	2,000,000	30	517,450	517,450

2. **COMPUTERISED CALCULATION FOR ADDITIONAL REMUNERATION**

Additional remuneration means any additional payment to the normal remuneration for the current month paid to an employee whether in one lump sum, periodical, in arrears or non-fixed payment.

Such additional remuneration includes:
- bonus/incentive
- arrears of salary or any other arrears paid to an employee

- employee's share option scheme (if employee opts for MTD deduction)
- tax borne by employer
- gratuity
- compensation for loss of employment
- ex-gratia
- director's fee (not paid monthly)
- commissions (not paid monthly)
- allowances (not paid monthly)
- any other payment in addition to normal remuneration for current month

Therefore, MTD should calculate based on current year additional remuneration formula and reported together with current month's MTD in CP39 text file format. **The CP 39A text file format is irrelevant.**

<u>**Note :**</u>

With effect from the Year of Assessment 2016, where gross income from an employment is receivable in respect of any particular period, it shall, when received, be taxed in the year in which it is received *[Subsection 25(1) of ITA 1967].*

Step 1 – Determine the Monthly Tax Deduction on net normal remuneration for a year.

[A]   Determine the category of the employee.

[B]   Determine the chargeable income for a year, not including additional remuneration for the current month, in accordance with the formula specified in subparagraph c(i), where $P = [\sum(Y - K^*) + (Y_1 - K_1^*) + [(Y_2 - K_2^*) n] + (Y_t - K_t^*)^{**}] - [D + S + D_U + S_U + QC + (\sum LP + LP_1)]$.

[C]   Determine the Monthly Tax Deduction for net normal remuneration for the current month in accordance with the formula specified in subparagraph c(i) = $\dfrac{[(P – M) R + B] – (Z + X)}{n + 1}$

Upon the value of P being determined, the value of M, R and B are determined based on Table 1.

[D]   Determine the net Monthly Tax Deduction for the current month = Monthly Tax Deduction for the current month (Step [C]) — *zakat* for the current month, if any.

[E]   Determine the total Monthly Tax Deduction for a year
= X + [Step [C] x (n + 1)]
X is the accumulated Monthly Tax Deduction which has been paid;
n + 1 is the balance of month in a year, including the current month.

Step 2 – Determine the chargeable income for a year, including the additional remuneration for the current month.

[A]   Determine the category of the employee.

[B]   Determine the chargeable income for a year in accordance with the formula specified in (i), where $P = [\sum(Y - K^*) + (Y_1 - K_1^*) + [(Y_2 - K_2^*) n] + (Y_t - K_t^*)^{**}] - [D + S + D_U + S_U + QC + (\sum LP + LP_1)]$.

Step 3 – Determine the total tax for a year.

Total tax for a year   =   (P – M) R + B

Value of P is determined based on Step 2[B];
Value of M, R and B are determined based on Table 1.

Step 4 – Determine the Monthly Tax Deduction for additional remuneration for the current month.

Monthly Tax Deduction for additional remuneration for the current month	=	Total tax for a year (Step 3) — total Monthly Tax Deduction for a year (Step 1[E]) + *zakat* which has been paid.

Step 5 – Determine the Monthly Tax Deduction for the current month which shall be paid.

Monthly Tax Deduction for the current month which shall be paid	=	Net Monthly Tax Deduction (Step 1[D]) + Monthly Tax Deduction for additional remuneration for the current month (Step 4)

3. **COMPUTERISED CALCULATION FOR RETURNING EXPERT PROGRAM (REP)**

An approved employee under REP shall be tax at rate of 15% from its chargeable income. If the chargeable income does not exceed RM35,000, employee is eligible for individual and spouse rebate for RM400, respectively.

Duration of the incentive is for five (5) consecutive full years of assessment.

For the Returning Expert Programme, the amount of Monthly Tax Deduction based on Computerised Calculation is determined in accordance with the following formula:

Monthly Tax Deduction for the current month	$= \dfrac{[(PR - T) - (Z + X)]}{n + 1}$
Net Monthly Tax Deduction	= Monthly Tax Deduction for the current month – *zakat* for the current month
Where	$P = [\sum(Y - K^*) + (Y_1 - K_1^*) + [(Y_2 - K_2^*) \, n] + (Y_t - K_t^*)^{**}] - [D + S + D_U + S_U + QC + \sum LP + LP_1)]$
P	Total chargeable income for a year;
$\sum (Y - K)$	Total accumulated net normal remuneration and net additional remuneration for the current year, paid to an employee prior to the current month, including net normal remuneration and net additional remuneration paid by previous employer, if any;
Y	Total accumulated gross normal remuneration and gross additional remuneration for the current year, paid to an employee prior to the current month, including gross normal remuneration and gross additional remuneration paid by previous employer, if any;
K	Total contribution to Employees Provident Fund or other approved scheme paid in respect of Y, if any, subject to the total qualifying amount per year;
Y_1	Gross normal remuneration for the current month;

K_1	Contribution to Employees Provident Fund or other approved scheme paid in respect of Y_1 subject to the total qualifying amount per year;
Y_2	Estimated remuneration as Y_1 for the subsequent months;
K_2	Estimated balance of total contribution to Employees Provident Fund or other approved scheme paid for the balance of the qualifying months [[Total qualifying amount per year – $(K + K_1 + K_t)] / n$] or K_1, whichever is lower;
$Y_t – K_t$	Net additional remuneration for the current month;
Y_t	Gross additional remuneration for the current month;
K_t	Contribution to Employees Provident Fund or other approved scheme paid in respect of Y_t, subject to the total qualifying amount per year;

*$K + K_1 + K_2 + K_t$ not exceeding total qualifying amount per year;
**$\sum(Y_t – K_t)$ only applies to calculation of Monthly Tax Deduction for additional remuneration;

N	Balance of month in a year;
n + 1	Balance of month in a year, including current month;
D	Deduction for individual;
S	Deduction for husband or wife;
D_U	Deduction for disabled person;
S_U	Deduction for disabled husband or wife;
Q	Deduction for qualifying children;
C	Number of qualifying children;

Value of D, S and C are determined as follows:

(i)   Category 1 = Single:
      Value of D = Deduction for individual, S = 0 and C = 0;

(ii) Category 2 = Married and husband or wife is not working:
      Value of D = Deduction for individual, S = Deduction for husband or wife and C = Number of qualifying children;

(iii) Category 3 = Married and husband or wife is working, divorced or widowed, or single with adopted child:
      Value of D = Deduction for individual, S = 0 and C = Number of qualifying children;

$\sum LP$	Accumulated allowable deductions in the current year, including from previous employment, if any;
LP_1	Allowable deductions for the current month;
R	Percentage of tax rates;
T	Individual or husband or wife rebate, if any;
Z	Accumulated *zakat* paid in the current year other than *zakat* for the current month;
X	Accumulated Monthly Tax Deduction paid for the previous month in the current year, including payment from previous employment, but shall not include additional Monthly Tax Deduction requested by the employee and payment of tax installment.

Upon getting the value of P, the value of T is determined based on Table 2 where the value of T depends on the category of employee.

Table 2: Value of P, R and T

P (RM)	R (%)	T Category 1 & 3 (RM)	T Category 2 (RM)
35,000 and below	15	400	800
Exceeding 35,000	15	0	0

4. **COMPUTERISED CALCULATION FOR KNOWLEDGE WORKER AT SPECIFIED REGION (ISKANDAR MALAYSIA)**

A qualified knowledge worker is taxed at the rate of 15% on chargeable income from employment with a designated company engaged in qualifying activities. If the chargeable income does not exceed RM35,000, employee is eligible for individual and spouse rebate for RM400, respectively. The qualifying activities are tourism, healthcare, education, creative, financial, logistic, biotechnology and green technology. Employment must commence between 24 October 2009 and 31 December 2022.

For the knowledge worker in a specified region, amount of Monthly Tax Deduction based on Computerised Calculation is determined in accordance with the following formula:

Monthly Tax Deduction for current month $= \dfrac{[(PR - T) - (Z + X)]}{n + 1}$

Net Monthly Tax Deduction $=$ Monthly Tax Deduction for the current month – *zakat* for the current month

Where $P = [\sum(Y - K^*) + (Y_1 - K_1^*) + [(Y_2 - K_2^*) n] + (Y_t - K_t^*)^{**}] - [D + S + D_U + S_U + QC + (\sum LP + LP_1)]$

P	Total chargeable income for a year;
$\sum(Y - K)$	Total accumulated net normal remuneration and net additional remuneration for the current year, paid to an employee prior to the current month, including net normal remuneration and net additional remuneration paid by previous employer, if any;
Y	Total accumulated gross normal remuneration and gross additional remuneration for the current year, paid to an employee prior to the current month, including gross normal remuneration and gross additional remuneration paid by previous employer, if any;
K	Total contribution to Employees Provident Fund or other approved scheme paid in respect of Y, if any, subject to the total qualifying amount per year;
Y_1	Gross normal remuneration for the current month;
K_1	Contribution to Employees Provident Fund or other approved scheme paid in respect of Y_1 subject to the total qualifying amount per year;
Y_2	Estimated remuneration as Y_1 for the subsequent months;
K_2	Estimated balance of total contribution to Employees Provident Fund or other approved scheme for the balance of qualifying months [[Total qualifying amount per year – $(K + K_1 + K_t)$] / n] or K_1, whichever is lower;
$Y_t - K_t$	Net additional remuneration for the current month;
Y_t	Gross additional remuneration for the current month;

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K_t	Contribution to Employees Provident Fund or other approved scheme paid in respect of Y_t, subject to the total qualifying amount per year;

*$K + K_1 + K_2 + K_t$ not exceeding the total qualifying amount per year;
**$\sum(Y_t - K_t)$ only applies to calculation of Monthly Tax Deduction for additional remuneration;

N	Balance of month in a year;
n + 1	Balance of month in a year, including current month;
D	Deduction for individual;
S	Deduction for husband or wife;
D_U	Deduction for disabled person;
S_U	Deduction for disabled husband or wife;
Q	Deduction for qualifying children;
C	Number of qualifying children;

Value of D, S and C are determined as follows:

(i) Category 1= Single:
    Value of D = Deduction for individual, S = 0 and C = 0;

(ii) Category 2 = Married and husband or wife is not working:
    Value of D = Deduction for individual, S = Deduction for husband or wife and C = Number of qualifying children;

(iii) Category 3 = Married and husband or wife is working, divorced or widowed, or single with adopted child:
    Value of D = Deduction for individual, S = 0 and C = Number of qualifying children;

$\sum LP$	Accumulated allowable deductions in the current year, including from previous employment, if any;
LP_1	Allowable deductions for the current month;
R	Percentage of tax rates;
T	Individual or husband or wife rebate, if any;
Z	Accumulated *zakat* paid in the current year other than *zakat* for the current month;
X	Accumulated Monthly Tax Deduction paid for the previous month in the current year, including payment from previous employment, but shall not include additional Monthly Tax Deduction requested by the employee and payment of tax installment.

Upon getting the value of P, the value of T is determined based on Table 3 where the value of T depends on the category of employee.

Table 3: Value of P, R and T

P (RM)	R (%)	T Category 1 & 3 (RM)	T Category 2 (RM)
35,000 and below	15	400	800
Exceeding 35,000	15	0	0

E. TERMS AND CONDITIONS

Monthly Tax Deduction for additional remuneration based on computerised calculation shall be subject to the followings:

1. Calculations is limited to two decimal points only and omit the subsequent figures.

   Example : 123.4534 = **123.45**

2. The amount of Monthly Tax Deduction to be rounded up to the nearest five cents as follows:

   i) one, two, three and four cents to be rounded up to five cents; and

   1, 2, 3, 4 – rounding to the 5 cents

   Example: 287.02 ≈ **287.05**

   ii) six, seven, eight and nine cents to be rounded up to ten cents; and

   6, 7, 8, 9 – rounding to the 10 cents

   Example: 152.06 ≈ **152.10**

3. If the amount of Monthly Tax Deduction or Monthly Tax Deduction before deduction for *zakat* is less than ten ringgit, the employer is not required to make the Monthly Tax Deduction; and

4. If the amount of Monthly Tax Deduction after deduction for *zakat* is less than ten ringgit, the employer is required to make the Monthly Tax Deduction.

		MTD Calculation (RM)	MTD Amount Deduction (RM)
a.	MTD for current month	< 10	0
		≥ 10	Deduct as per MTD calculation
b.	Net MTD (after zakat/fi deduction for the current month)	< 10	Deduct as per MTD calculation
		≥ 10	Deduct as per MTD calculation
c.	MTD for additional	< 10	0
		≥ 10	Deduct as per MTD calculation

5. Zakat and departure levy shall be treated as follows:

   i) Employees receive only remuneration (without additional remuneration).

	MTD for current month (RM)	Zakat and departure levy for current month (RM)	Net MTD (RM)	Zakat and departure levy carried forward to the following month (value of Z) (RM)
	(a)	(b)	(a – b = c)	(d)
a.	8.00 ≈ 0.00	5.00	- 5.00 ≈ 0.00	5.00
b.	15.00	20.00	- 5.00 ≈ 0.00	20.00
c.	15.00	8.00	7.00	8.00
d.	120.00	100.00	20.00	100.00

   ii) Employees receive additional remuneration during the month. Please refer to MTD for additional remuneration formula.

	MTD for current month (RM)	Zakat for current month (RM)	Net MTD (RM) Step 1(c)	Zakat carried forward to the following month (value of Z) (RM)	MTD for additional remuneration (RM) Step 4	MTD for current month (RM) Step 5
	(a)	(b)	(a – b = c)	(d)	(e)	(c + e = f)
a.	8.00 ≈ 0.00	5.00	-5.00 ≈ 0.00	5.00	9.00 ≈ 0.00	0.00
b.	8.00 ≈ 0.00	5.00	-5.00 ≈ 0.00	5.00	25.00	20.00
c.	15.00	20.00	- 5.00 ≈ 0.00	20.00	32.55	27.55
d.	15.00	8.00	7.00	8.00	127.30	134.30
e.	120.00	100.00	20.00	100.00	392.25	412.25

6. MTD for computerised calculation method must be paid for the actual amount (including the decimal point amount).

7. In the situation where employees do not receive any normal remuneration in the current month but only additional remuneration, then value of Y1 is equal to 0.

8. If additional remuneration paid before the monthly remuneration, value of Y1 shall refer to the monthly remuneration which will be paid for that month.

9. MTD is to be deducted from the employee's taxable remuneration only. All the tax exemption on allowances, benefit-in-kind and perquisites shall be excluded from the remuneration for MTD purposes. Any amount exceed the restricted amount shall be taxable. Please refer to Form E Explanatory Notes for references.

   All the tax exemption on allowances, perquisites, gifts and benefits shall be reported in the Form EA, Part F – TOTAL TAX EXEMPT ALLOWANCES / PERQUISITES / GIFTS / BENEFITS.

List of tax exempt allowances / perquisites / gifts / benefits which are required to declare:

	SUBJECT	EXEMPTION LIMIT (PER YEAR)
i.	Petrol card, petrol allowance, travelling allowance or toll payment or any of its combination for official duties. If the amount received exceeds RM6,000 a year, the employee can make a further deduction in respect of the amount spent for official duties. Records pertaining to the claim for official duties and the exempted amount must be kept for a period of 7 years for audit purpose.	RM6,000.00
ii.	Child care allowance in respect of children **up to 12 years of age**.	RM2,400.00
iii.	Gift of fixed line telephone, mobile phone, pager or *Personal Digital Assistant* (PDA) registered in the name of the employee or employer including cost of registration and installation.	Limited to only 1 unit for each category of assets
iv.	Monthly bills for subscription of broadband, fixed line telephone, mobile phone, pager and PDA registered in the name of the employee or employer including cost of registration and installation.	Limited to only 1 unit for each category of assets
v.	Perquisite (whether in money or otherwise) provided to the employee pursuant to his employment in respect of :- (i) past achievement award; (ii) service excellence award, innovation award or productivity award; and (iii) long service award (provided that the employee has exercised an employment for more than 10 years with the same employer).	RM2,000.00
vi.	Parking rate and parking allowance. This includes parking rate paid by the employer directly to the parking operator.	Restricted to the actual amount expended
vii.	Meal allowance received on a **regular basis** and given at the same rate to all employees. Meal allowance provided for purposes such as overtime or outstation / overseas trips and other similar purposes in exercising an employment are only exempted if given based on the rate fixed in the internal circular or written instruction of the employer.	

| viii. | Subsidised interest for housing, education or car loan is fully exempted from tax if the total amount of loan taken in aggregate does not exceed RM300,000.

If the total amount of loan exceeds RM300,000, the amount of subsidized interest to be exempted from tax is limited in accordance with the following formula:

$$A \times \frac{B}{C}$$

Where;

A = is the difference between the amount of interest to be borne by the employee and the amount of interest payable by the employee in the basis period for a year of assessment;

B = is the aggregate of the balance of the principal amount of housing, education or car loan taken by the employee in the basis period for a year of assessment or RM300,000, whichever is lower;

C = is the total aggregate of the principal amount of housing, education or car loan taken by the employee. | |

Example :
Normal remuneration	: RM5,000 per month
Car allowance	: RM 800 per month
Meal allowance	: RM 300 per month (Exempted)
Childcare allowance	: RM 300 per month (Exempted – limit to RM2,400 per year)
Total	: **RM6,400 per month**

To determine MTD amount, taxable income as follow:

Normal remuneration	**:** RM5,000 per month
Car allowance	: RM 800 per month
Total taxable remuneration	: **RM5,800 per month**

10. Employee who newly joined the company during the year shall submit Form TP3 (Exhibit 1) to his new employer to notify information relating to his employment with previous employer in the current year.

The amounts related to the previous employment in the previous employer in the current year are used only for the purpose of MTD calculation. These amounts shall not appear in the pay slip and EA Form.

The information amount from the TP3 Form shall be treated in the formula as variable (Y–K*), X, Z and $\sum$LP.

11. Employee who has benefits-in-kind (BIK) and value of living accommodation (VOLA) as part of his monthly remuneration shall deduct MTD as per normal remuneration. Therefore, **with effect from the Year of Assessment 2015, Form TP2 is no longer applicable**.

12. Amount of BIK/VOLA shall be treated as part of Y_1 in the MTD calculation during the current year only. It shall not carry forward to the following year.

    Amount of BIK/VOLA are used only for the purpose of MTD calculation. These amounts shall not appear in the pay slip and EA Form as gross salary/remuneration.

    There are 2 methods in providing fields to key into the system:

    i) Employer input monthly amount and system treated as Y1 in the MTD formula.
    ii) Employer input the total amount of each BIK/VOLA and system calculate the monthly amount that system treated as Y_1 in the MTD formula. The method of calculation to obtain a monthly amount is as follow:

    $$\text{Monthly amount} = \frac{\text{Value of BIK/VOLA for a year}}{12/\text{Remaining working month in a year including current month}}$$

    Example :

Value of car in a year	: RM25,000
Month/year of deduction agreed by the employer	: April 2021
Remaining working month in a year including current month	: 9 months
Monthly amount	: $\frac{RM25,000}{9}$
	: RM2,777.77 ≈ RM2,777.00

* The value of BIK/VOLA for a year is the actual benefit received by the employee.

Please refer to Public Ruling for detail explanation of BIK and VOLA respectively.

Benefit In Kind	Value of benefits in kind received by employee from employer. Refer to Public Ruling No. 3/2013 and Public Ruling No. 11/2019
Value Of Living Accommodation	Value of living accommodation benefit received by employee from employer. Refer to Public Ruling No. 3/2005 (original and Addendum)

13. EPF for the purpose of MTD calculation are as follows:

i) If allowances categorized as the remuneration subject to EPF but not subject to tax, all amount of EPF shall be treated as K_1.

Salary	: RM2,400.00
Child care allowance	: RM300.00
	(receives every month – remuneration category)
EPF deducted from the salary	: RM297.00
K_1 (as per EPF deduction)	: RM297.00

ii) If allowances categorized as the additional remuneration subject to EPF but not subject to tax, difference of total EPF with the EPF remuneration shall be treated as K_t.

Salary	: RM2,400.00
Meal allowance	: RM450.00
	(one off payment – additional remuneration category)
EPF deducted from the salary	: RM315.00
K_1 (EPF for remuneration)	: RM264.00
K_t (difference from total and normal)	: RM315 - RM264
	: RM51.00

iii) If there is an additional remuneration

Salary	: RM2,400.00
Bonus	: RM3,600.00
EPF deducted from the salary	: RM660.00
K_1 (EPF for remuneration)	: RM264.00
K_t (difference from total and normal)	: RM660 - RM264
	: RM396.00

14. All allowable deductions are limited up to the maximum amount under the Income Tax Act 1967. The amount of allowable deduction shall not appear in the pay slip and EA Form.

i) Compulsory deductions

There are six (6) type of compulsory deductions that affect in the formula as follows:

$$[D + S + D_U + S_U + QC + (\sum LP + LP_1)]$$

	Reliefs	Amount limited to (RM)
a.	**Individual** Relief of **RM9,000** for an individual in respect of himself and his dependent relatives is granted automatically.	9,000.00
b.	**Husband / Wife** i. A husband relief of **RM4,000** is given in respect of a husband who has no source of income / no total income or the husband has elected for joint assessment. **With effect from Year of Assessment 2017, husband relief is NOT allowed if the husband (not a husband who is a disabled person) has gross income exceeding RM4,000 derived from sources outside Malaysia.** ii. A wife relief of **RM4,000** is given in respect of a wife who has no source of income / no total income or the wife has elected for joint assessment. **With effect from Year of Assessment 2017, wife relief is NOT allowed if the wife (not a wife who is a disabled person) has gross income exceeding RM4,000 derived from sources outside Malaysia.**	4,000.00
c.	**Child** "Child" means an unmarried dependent legitimate child or stepchild or adopted child, under the age of 18 years or if above 18 years old, the child must be: i. receiving full-time instruction at any university, college or other higher education institution (similar to a university or college); or ii. serving under articles or indentures with a view to qualifying in a trade or profession. A relief of **RM2,000** per child is allowed if the child is unmarried and below the age 18 years in the current year. A relief of **RM2,000** per child is allowed if the child is unmarried, 18 years of age and above, and is receiving full-time education; OR Where a child falls within these conditions, the employee is treated as having the respective number of children:	2,000.00

		Reliefs		Amount limited to (RM)

In circumstances where	Relief to <u>be given</u> <u>as if the</u> employee has this number of children
Child over the age of 18 years and receiving full-time instruction at diploma level onwards in an institution of higher education in Malaysia.	4
Child over the age of 18 years and receiving full-time instruction at degree level onwards in an institution of higher education outside Malaysia.	4
Disabled child as certified by the Department of Social Welfare.	3
Disabled child receiving further instruction at diploma level onwards in an institution of higher education in Malaysia or at degree level onwards in an institution of higher education outside Malaysia.	7

Relief for:

1 child below the age of 18 or a child who is studying = RM2,000
Child - 18 years and above and studying (diploma or higher) = RM8,000 (considered with 4 children)

Disabled child = RM6,000 (considered with 3 children)
Disabled child - 18 years and above and studying (diploma or higher) = RM14,000 (considered with 7 children)

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d. Employees Provident Fund (EPF) or Other Approved Scheme — 4,000.00

Total relief for contributions to approved provident funds and life insurance premium is separated as follows:

i. relief of up to **RM4,000** is given on contributions to approved provident funds such as the Employees Provident Fund (EPF).
ii. Payments for *takaful* or life insurance premiums are eligible for a tax relief of up to **RM3,000**.

The total relief for the above should not exceed **RM7,000**.

		Amount limited to (RM)
e.	**Disabled Individual** A further deduction of **RM6,000** is allowed if the individual is a disabled person.	6,000.00
f.	**Disabled Husband / Wife** An further deduction of **RM5,000** is given in respect of a disabled husband / wife.	5,000.00

ii) Optional deductions

Employee can claim deductions and rebates in the relevant month subject to approval by employer by submitting Form TP1 (Exhibit 2) to the employer.

In the formula, all optional deductions shall be treated as $\sum LP$ for the cumulative deductions and LP_1 for the current month deductions. System must show cumulative and current month deduction amount for the purpose of audit.

$$[D + S + D_U + S_U + QC + (\sum LP + LP_1)]$$

List of deductions must be provided in the system as follows:

	Reliefs	**Amount limited to (RM)**
a.	**Medical Treatment, Special Needs or Carer Expenses for Parents** Medical treatment, special needs and carer expenses incurred on parents is limited to RM8,000 in a basis year. Medical expenses which qualify for deductions includes: i. medical care and treatment provided by a nursing home; and ii. dental treatment limited to tooth extraction, filling, scaling and cleaning but excluding cosmetic dental treatment. The claim must be supported by a certified medical practitioner registered with the Malaysian Medical Council that the medical conditions of the parents require medical treatment or special needs or carer. The parents shall be resident in Malaysia. The medical treatment and care services are provided in Malaysia. In the case of carer, shall be proved by a written certification, receipt or copy of carer's work permit. "Carer" shall not include that individual, husband, wife or the child of that individual.	8,000.00

	Reliefs	Amount limited to (RM)
	~~New personal deduction of RM1,500 for each parent is given to a resident taxpayer subject to the following conditions:~~	~~or~~
	~~a) Such taxpayer does not claim expenses on medical treatment and care of parents;~~ ~~b) Parents are residents and aged 60 years and above;~~ ~~c) Parents have an annual income not exceeding RM24,000 per annum each; and~~ ~~d) Parents are the legitimate natural parents and foster parents in accordance with the respective law subject to a maximum of 2 persons.~~ ~~This relief can be shared with other siblings provided that the total relief claimed shall not exceed RM1,500 for each parent.~~ (Deleted)	~~1,500.00 (Father)~~ ~~1,500.00 (Mother)~~ Deleted
b.	**Basic Supporting Equipment** The purchase of any supporting equipment for use by a disabled individual, husband, wife, child or parent, may be claimed **up to a maximum of RM6,000.00** in a basis year. Basic supporting equipment includes haemodialysis machine, wheel chair, artificial leg and hearing aid but exclude optical lenses and spectacles.	6,000.00
c.	**Higher Education Fees (Self)** Payment of annual fee limited to RM7,000.00 is allowed as a relief for any course of study in an institution or professional body in Malaysia recognized by the Government of Malaysia or approved by the Minister of Finance for the purpose of enhancing any skill or qualification: i. up to tertiary level (other than Masters and Doctorate level) for the purpose of acquiring law, accounting, Islamic financing, technical, vocational, industrial, scientific or technological skills or qualifications; or ii. any course of study at Masters or Doctorate level – for acquiring any skill or qualification. iii. any course of study undertaken for the purpose of up-skilling or self-enhancement. The course has to be conducted by a body recognized by the Director General of Skills Development, under the National Skills Development Act 2006. The tax relief is **limited to RM2,000 for each year of assessment.**	7,000.00

	Reliefs	Amount limited to (RM)
d.	**Medical Expenses on Serious Diseases** Medical expenses on serious diseases include the treatment of acquired immune deficiency syndrome (AIDS), Parkinson's disease, cancer, renal failure, leukemia and other similar diseases. 'Other similar diseases' such as heart attack, pulmonary hypertension, chronic liver disease, fulminant viral hepatitis, head trauma with neurological deficit, brain tumor or vascular malformation, major burns, major organ transplant or major amputation of limbs. Amount expended on own self, husband/wife or child is deductible up to a maximum of RM8,000.00. Additionally, the income tax relief be expanded to cover the cost of fertility treatment for the taxpayer or the spouse.	8,000.00

e.	**Complete Medical Examination**
	
	Amount expended on own self, husband/wife or child for complete medical examination is deductible **up to a maximum of RM1,000** includes:
	
	i. COVID-19 detection test fee:
	    a. tests performed at a clinic or hospital
	    b. purchase of self -test kits
	
	ii. Mental health examinations or consultations
	
	Example :
	
	Claim for deduction in (d) is RM7,900.00. Therefore, the balance of deduction that can be claimed in (e) is only RM100.00.
	
	Vaccination
	
	Income tax relief on medical treatment expenses be expanded to include vaccination expenses **up to a maximum of RM1,000** for taxpayer, spouse and child.	

	Reliefs	Amount limited to (RM)
f.	~~Net Deposit in *Skim Simpanan Pendidikan Nasional* (SSPN)~~ ~~Amount deposited in SSPN by an individual for his/her children's education is deductible **up to a maximum of RM8,000.00** per year was given from year of assessment 2012 to year of assessment 2022. The allowable deduction is limited to the net amount deposited in that basis year only.~~ ~~**Example:**~~ ~~For the year 2021~~ ~~Balance Brought Forward RM 4,500.00;~~ ~~Total Deposit RM 2,000.00; and~~ ~~Total Withdrawal RM 1,500.00.~~ ~~Allowable deduction is **RM500** (RM2,000 – RM 1,500).~~ ~~The Balance Brought Forward of RM4,500 is not taken into account~~ (Deleted)	~~8,000.00~~ Deleted
g.	**Payment of Alimony to Former Wife** Deduction for payment of alimony to a former wife is limited to RM4,000 or the actual amount paid if the amount of alimony paid is less than the allowable deduction. The total deduction for a wife living together and alimony payments to the former wife is restricted to **RM4,000**. Voluntary alimony payments under a mutual agreement but without any formal agreement do not qualify for deduction. Note: Payment of alimony to former wife is not allowed in the case where the employee claimed deduction for wife.	4,000.00

	Reliefs	Amount limited to (RM)

h.	**Life Insurance**
	
	Total relief for life insurance premium is separated as follows:
	
	    i. relief of up to **RM4,000** is given on contributions to approved provident funds such as the Employees Provident Fund (EPF).
	    ii. Payments for *takaful* or life insurance premiums are eligible for a tax relief of up to **RM3,000**.
	
	The total relief for the above should not exceed **RM7,000**.
	
	Or, if public servants under the pension scheme, the relief on *takaful* or life insurance premiums are eligible for a tax relief of up to **RM7,000**.
		7,000.00

i.	**Private Retirement Scheme (PRS) and Deferred Annuity** This deduction is effective from the Year of Assessment 2012 until 2025. The deduction allowed shall not exceed RM3,000 in respect of contributions made to a Private Retirement Scheme (PRS) approved by the Securities Commission and paid premiums for deferred annuity. The total deduction for PRS contributions and deferred annuity premiums is **restricted to RM3,000 for an individual and RM3,000 for the spouse who has source of income**. If the husband or wife elects for **joint assessment**, the deduction allowed for the aggregate amount of PRS contributions and deferred annuity premiums is **restricted to RM3,000**.	3,000.00
j.	**Education and Medical Insurance** A deduction **not exceeding RM3,000.00** is available on insurance premiums in respect of education or medical benefits for an individual, husband, wife or child. The total deduction in respect of premiums paid for insurance on education and medical benefits is **restricted to RM3,000 for an individual and RM3,000 for the wife who has source of income**. If the husband or wife elects for **joint assessment**, the deduction allowed for the total of premiums paid for insurance on education and medical benefits is **restricted to RM3,000**.	3,000.00

	Reliefs	Amount limited to (RM)
k.	**Contibution to the Social Security Organisation (SOCSO)** A relief **not exceeding RM350** is allowed in respect of contribution to the Social Security Organisation (SOCSO) made or suffered by the individual in basis year.	350.00
l.	**Lifestyle** The purchase or subscription of reading materials including book, jurnal, magazine, newspaper and others. Purchase of personal computer, smartphone and tablet, internet subscription, sports equipment for sports activity defined under the Sports Development Act 1997 and payment of gym membership. The relief is **restricted to RM2,500**.	2,500.00
	Purchase of personal computer, smartphone and tablet. Purchase period 1/1/2021 to 31/12/2022. The relief is restricted to RM2,500. (Deleted)	2,500.00 (Deleted)
	An additional relief limited to RM500 be given to a resident individual taxpayer for taxpayer's own use or for the use of the spouse or child for the following: • Cost of purchasing sports equipment for any sports activity as defined under the Sports Development Act 1997. • Rental or entrance fees to any sports facilities; and • Registration fees for any sports competitions where the organizer is approved and licensed by the Commissioner of Sports under the Sports Development Act 1997. The taxpayer is allowed to claim this relief in additional to the existing lifestyle relief provided that the total amount claimed under this relief has not been claimed under the existing lifestyle tax relief. The relief is **restricted to RM500**.	500.00
m.	**Purchase of Breastfeeding Equipment for own use for a child aged 2 years and below** The deduction is allowed can be made in complete set or separate parts. The deduction is applicable to working women with child aged up to 2 years and can be claimed once every 2 years.	1,000.00

n.	**Child Care fees to a registered child care centre / kindergarten for a child aged 6 years and below.**	3,000.00
	This relief is **restricted to RM3,000 per year**. Individual who enroll their children below 6 years of age, in child care centres registered with the Director General of Social Welfare under the Child Care Centre Act 1984 or kindergartens registered under the Education Act 1996.	
	This relief can be claimed by either parent of the children.	

	Reliefs	Amount limited to (RM)
o.	~~**Domestic tourism expenditure.**~~ ~~Tax relief of up to RM1,000 be given to a resident taxpayer for payment of the following expenditure made on or after 1 March 2020 but no later than 31 December 2022:~~ • ~~Premises must be registered with Commissioner of Tourism Malaysia~~ • ~~Entrance fees to tourist attraction centre~~ • ~~Purchase of local tourism packages through licensed travel agents registered with the Tourism Commissioner under the Tourism Industry Act 1992.~~ (Deleted)	~~1,000.00~~ (Deleted)
p.	Electric Vehicle (EV) Charging Facilities expenditure. Tax relief of up to RM2,500 be given to a resident taxpayer for payment of the following expenditure: • The cost of installing an electric vehicle charger • Purchases include purchase on hire purchase of vehicle chargers; • Vehicle charger rental; or • Electric vehicle charging facility subscription fee.	2,500.00

15. Rebate on Zakat

There are two type of zakat as follows:

a. Zakat that deducted from the remuneration (payslip). Amount of zakat should appear in the payslip and EA Form.

b. Zakat claimed through TP1 form

   • Amount of zakat should not appear in the payslip and EA Form due to employee himself paid directly to Pusat Zakat.
   • It is treated as zakat for current month in the month claimed by the employee.

16. Form TP1 and Form TP3 can be submitted online by the employee to the employer. All software provider/employer are recommended to develop online submission of TP1 and TP3 Form in easing the compulsory implementation of these submissions by the employee.

   Logic of submission is as follow:

   i)   Unique ID and password to login by each employee.

   ii)   Employee's declaration section

        a.   Date of employee's declaration   : date of submission via online
        b.   Employee signature   : employee's name

   iii)   Approval by employer

        a.   Date of approval by the employer : date of the employer process the application
                                                 from the employees in the payroll system as to generate the MTD amount.
        b.   Name   : person in charged for payroll processing
        c.   Designation   : designation of the person in charged
        d.   Employer address   : employer address

   System must provide list of employees that claimed these TP Form. The list can be print and save. Employee also can print and save these TP Form.

17. System must be able to generate detail of amount MTD/CP38 deducted from the employee by using PCBII Form (Exhibit 3).

18. System must able to generate CP39 (Exhibit 4).

19. System must provide the text file data format (Exhibit 5) for the purpose of MTD submission to the IRBM.

   Employer is recommended to submit CP39 text file format data via internet banking or e-Data PCB. Employer can register to use the e-Data PCB at https://eapps.hasil.gov.my/.

EXHIBIT 1
BORANG PCB/TP1 (1/2023)

LEMBAGA HASIL DALAM NEGERI MALAYSIA
BORANG TUNTUTAN POTONGAN DAN REBAT INDIVIDU BAGI TUJUAN POTONGAN CUKAI BULANAN (PCB) KAEDAH-KAEDAH
CUKAI PENDAPATAN (POTONGAN DARIPADA SARAAN) 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 Nombor Pengenalan Cukai :

BAHAGIAN B: MAKLUMAT INDIVIDU

B1 Nama

B2 Nombor Pengenalan :

B3 Nombor Pasport :

B4 Nombor Pengenalan Cukai :

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		
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) Peringkat selain Sarjana dan Doktor Falsafah – Bidang undang-undang, perakaunan, kewangan Islam, teknikal, vokasional, industri, saintifik atau teknologi; (RM)	7,000		
	(ii) Peringkat Sarjana atau Doktor Falsafah – sebarang bidang atau kursus pengajian. (RM)			
	(iii) Bayaran kursus peningkatan kemahiran dan kemajuan diri dalam bidang yang diiktiraf (Terhad RM2,000)			

		HAD TAHUNAN (RM)	POTONGAN	
			SEMASA (RM)	TERKUMPUL (RM)

C4	Perbelanjaan perubatan ke atas				
	(i) Penyakit serius bagi diri sendiri, suami/isteri atau anak	(RM)			
	(ii) Rawatan kesuburan untuk diri sendiri atau pasangan	(RM)			
C5	Pemeriksaan perubatan penuh, ujian pengesanan Covid-19, pembelian kit ujian kendiri atau pemeriksaan kesihatan mental termasuk konsultansi ke atas diri sendiri, suami/isteri atau anak	(Terhad RM1,000)	8,000		
C6	Perbelanjaan pemvaksinan ke atas diri sendiri, suami/isteri atau anak	(Terhad RM1,000)			
C7	Bayaran alimoni kepada bekas isteri		4,000		
C8	Insurans nyawa:				
	(a) Kategori penjawat awam berpencen		7,000		
	ATAU				
	(b) Kategori selain penjawat awam berpencen		3,000		
C9	Insuran pendidikan dan perubatan		3,000		
C10	Skim persaraan swasta dan anuiti tertangguh ('deferred annuity')		3,000		
C11	Caruman kepada Pertubuhan Keselamatan Sosial (PERKESO) termasuk Caruman Sistem Insuran Pekerjaan (SIP)		350		
C12	Gaya Hidup – Perbelanjaan untuk kegunaan / manfaat diri sendiri, suami / isteri atau anak bagi:				
	(i) Pembelian dan langganan buku / jurnal / majalah / surat khabar dan lain-lain penerbitan seumpamanya (Bukan bahan bacaan terlarang)	(RM)			
	(ii) Pembelian komputer peribadi, telefon pintar atau tablet (Bukan untuk kegunaan perniagaan)	(RM)	2,500		
	(iii) Pembelian peralatan sukan untuk aktiviti sukan mengikut Akta Pembangunan Sukan 1997 dan bayaran keahlian gimnasium	(RM)			
	(iv) Bayaran bil bulanan untuk langganan internet (atas nama sendiri)	(RM)			

	HAD TAHUNAN (RM)	POTONGAN	
		SEMASA (RM)	TERKUMPUL (RM)
C12a Pembelian peralatan sukan, bayaran sewa atau fi kemasukan ke fasiliti sukan dan fi bayaran pendaftaran pertandingan	500		
C13 Pembelian peralatan penyusuan ibu untuk kegunaan diri sendiri bagi anak berumur 2 tahun dan ke bawah (Potongan dibenarkan sekali setiap 2 tahun taksiran)	1,000		
C14 Yuran penghantaran anak berumur 6 tahun dan ke bawah ke taman asuhan kanak-kanak / tadika yang berdaftar.	3,000		
C15 Perbelanjaan bayaran kemudahan pengecasan kenderaan elektrik	2,500		

BAHAGIAN D: REBAT

D1	(a) Zakat selain yang dibayar melalui potongan daripada gaji bulanan	
	(b) Levi pelepasan bagi perjalanan umrah / perjalanan tujuan keagamaan agama lain (Terhad 2 kali tuntutan seumur hidup)	

BAHAGIAN E: AKUAN PEKERJA

Saya mengakui bahawa semua maklumat yang dinyatakan dalam borang ini adalah benar, betul dan lengkap. Sekiranya maklumat yang diberikan tidak benar, tindakan mahkamah boleh diambil ke atas saya di bawah perenggan 113(1)(b) Akta Cukai Pendapatan 1967.

Tarikh:

_____
Tandatangan

BAHAGIAN F: PERSETUJUAN MAJIKAN

Permohonan tuntutan pekerja di atas adalah dipersetujui bagi bulan potongan [   ] tahun potongan [   ]

Tarikh:

Nama:

Jawatan:

Alamat majikan:

NOTA:

1. Majikan dikehendaki untuk memproses permohonan ini dan membenarkan pekerja untuk membuat tuntutan potongan yang dibenarkan dan rebat di bawah Akta tidak kurang daripada dua kali dalam tahun semasa.

2. Borang ini hendaklah diisi oleh pekerja dan satu salinan diserahkan kepada majikan tanpa resit atau dokumen sokongan untuk tujuan pelarasan pengiraan PCB.

3. Pekerja dibenarkan untuk membuat tuntutan potongan yang telah dibelanjakan sehingga had yang dibenarkan dalam tahun yang sama.

4. Majikan tidak perlu menyemak amaun tuntutan potongan dengan resit atau dokumen sokongan.

5. Majikan hanya perlu menyimpan borang tuntutan ini untuk tempoh 7 tahun daripada tahun tuntutan dibuat. Borang tuntutan ini perlu dikemukakan sekiranya diminta oleh LHDNM.

6. Semua resit atau dokumen yang berkaitan dengan tuntutan potongan dan rebat hendaklah disimpan oleh pekerja bersama dengan salinan borang ini untuk tempoh 7 tahun daripada tahun tuntutan dibuat.

EXHIBIT 2
BORANG PCB/TP3 (1/2023)

LEMBAGA HASIL DALAM NEGERI MALAYSIA
BORANG MAKLUMAT BERKAITAN PENGGAJIAN DENGAN MAJIKAN-MAJIKAN TERDAHULU
DALAM TAHUN SEMASA BAGI TUJUAN POTONGAN CUKAI BULANAN (PCB)

(KAEDAH-KAEDAH CUKAI PENDAPATAN (POTONGAN DARIPADA SARAAN) 1994)
BORANG DITETAPKAN DI BAWAH SEKSYEN 152, AKTA CUKAI PENDAPATAN 1967 (ACP)

BAHAGIAN A : MAKLUMAT MAJIKAN

A1   Nama Majikan Terdahulu 1

A2   No. Pengenalan Cukai   **E**

A3   Nama Majikan Terdahulu 2

A4   No. Pengenalan Cukai   **E**

*(Sila gunakan lampiran tambahan bagi majikan ketiga dan seterusnya)

BAHAGIAN B : MAKLUMAT INDIVIDU

B1   Nama

B2   No. Pengenalan

B3   No. Pasport

B4   No. Pengenalan Cukai

BAHAGIAN C : MAKLUMAT SARAAN, KWSP, ZAKAT DAN PCB (sila nyatakan jumlah keseluruhan daripada majikan-majikan terdahulu)

AMAUN TERKUMPUL (RM)

C1   Jumlah saraan kasar bulanan dan saraan tambahan termasuk elaun / perkuisit / pemberian / manfaat

yang dikenakan cukai

C2   Jumlah elaun/perkuisit/pemberian/manfaat yang dikecualikan cukai:

    i   Elaun perjalanan, kad petrol atau elaun petrol dan fi tol atas urusan rasmi

    ii   Elaun penjagaan anak

    iii   Produk yang dikeluarkan oleh perniagaan majikan yang diberi secara percuma atau diberi pada harga diskaun

    iv   Perkuisit dalam bentuk tunai/barangan berkaitan dengan pencapaian perkhidmatan lalu, anugerah khidmat cemerlang, anugerah inovasi atau anugerah produktiviti atau perkhidmatan lama dengan syarat pekerja tersebut telah berkhidmat lebih daripada 10 tahun

    v   Lain - lain elaun/ perkuisit/ pemberian/ manfaat yang dikecualikan cukai. Sila rujuk nota penerangan Borang BE

C3   Jumlah caruman KWSP atau Kumpulan Wang Lain Yang Diluluskan ke atas semua saraan (saraan bulanan dan saraan tambahan)

C4   (i) Jumlah Zakat

    (ii) Levi pelepasan bagi perjalanan umrah / perjalanan tujuan keagamaan agama lain (Terhad 2 kali tuntutan seumur hidup)

C5   Jumlah PCB (tidak termasuk CP38)

BAHAGIAN D : MAKLUMAT POTONGAN (sila nyatakan jumlah keseluruhan daripada majikan-majikan terdahulu)

		HAD TAHUNAN (RM)	AMAUN TERKUMPUL (RM)
D1	Perbelanjaan rawatan perubatan, keperluan khas dan penjaga untuk ibu bapa. (Keadaan kesihatan disahkan oleh pengamal perubatan)	8,000	
D2	Peralatan sokongan asas untuk kegunaan diri sendiri, suami/isteri, anak atau ibu bapa yang kurang upaya	6,000	
D3	Yuran pendidikan (diri sendiri):		
	(i) Peringkat selain Sarjana dan Doktor Falsafah – Bidang undang-undang, perakaunan, kewangan islam, teknikal, vokasional, industri, saintifik atau teknologi;		
	(ii) Peringkat Sarjana atau Doktor Falsafah – sebarang bidang atau kursus pengajian.	7,000	
	(iii) Kursus peningkatan kemahiran atau kemajuan diri (Terhad RM2,000)		
D4	Perbelanjaan perubatan bagi:		
	(i) Penyakit serius untuk diri sendiri, suami/isteri atau anak		
	(ii) Rawatan kesuburan untuk diri sendiri atau suami/isteri		
D5	Pemeriksaan perubatan penuh, ujian Pengesanan COVID-19 termasuk (Terhad RM1,000) Pembelian kit ujian kendiri atau Pemeriksaan kesihatan mental atau Konsultansi ke atas diri sendiri, suami/isteri atau anak	8,000	
D6	Perbelanjaan pemvaksinan ke atas diri (Terhad RM1,000) sendiri, suami/isteri atau anak		
D7	Bayaran alimoni kepada bekas isteri	4,000	
D8	Insurans nyawa:		
	(a) Kategori penjawat awam berpencen	7,000	
	ATAU		
	(b) Kategori selain penjawat awam berpencen	3,000	
D9	Insuran pendidikan dan perubatan	3,000	
D10	Skim persaraan swasta dan anuiti tertangguh	3,000	
D11	Caruman kepada Pertubuhan Keselamatan Sosial (PERKESO) termasuk caruman bagi Sistem Insurans Pekerjaan (SIP)	350	

	HAD TAHUNAN (RM)	AMAUN TERKUMPUL (RM)
D12 Gaya Hidup – Perbelanjaan untuk kegunaan / manfaat diri sendiri, suami / isteri atau anak bagi:	2,500	

    (i) Pembelian atau langganan buku / jurnal / majalah / surat khabar dan lain-lain penerbitan seumpamanya (Bukan bahan bacaan terlarang)

    (ii) Pembelian komputer peribadi, telefon pintar atau tablet (Bukan untuk kegunaan perniagaan)

    (iii) Pembelian peralatan sukan untuk aktiviti sukan mengikut Akta Pembangunan Sukan 1997 dan bayaran keahlian gimnasium

    (iv) Bayaran bil bulanan untuk langganan internet (atas nama sendiri)

	HAD TAHUNAN (RM)	AMAUN TERKUMPUL (RM)
D12a Gaya Hidup (tambahan) - Pembelian peralatan sukan, bayaran sewa atau fi kemasukan ke fasiliti sukan dan fi bayaran pendaftaran pertandingan	500	
D13 Pembelian peralatan penyusuan ibu untuk kegunaan diri sendiri bagi anak berumur 2 tahun dan ke bawah (Potongan dibenarkan sekali setiap 2 tahun taksiran)	1,000	
D14 Yuran penghantaran anak berumur 6 tahun dan ke bawah ke taman asuhan kanak-kanak / tadika yang berdaftar.	3,000	
D15 Perbelanjaan bayaran kemudahan pengecasan kenderaan elektrik	2,500	

BAHAGIAN E: AKUAN PEKERJA

Saya mengakui bahawa semua maklumat yang dinyatakan dalam borang ini adalah benar, betul dan lengkap. Sekiranya maklumat yang diberikan tidak benar, tindakan mahkamah boleh diambil ke atas saya di bawah perenggan 113(1) (*b*) Akta Cukai Pendapatan 1967.

Tarikh:

_____

        Tandatangan

NOTA:

1. Borang ini hendaklah diisi oleh pekerja dan satu salinan diserahkan kepada majikan tanpa resit atau dokumen sokongan untuk tujuan pelarasan pengiraan PCB.
2. Majikan hendaklah meminta pekerja mengemukakan borang ini sekiranya pekerja pernah bekerja dengan majikan-majikan lain dalam tahun semasa.
3. Majikan hanya perlu menyimpan borang ini untuk tempoh 7 tahun. Borang ini perlu dikemukakan sekiranya diminta oleh LHDNM.

4. **Sila rujuk <u>Nota Penerangan TP3</u> untuk maklumat lanjut pengisian.**

EXHIBIT 3

PENYATA BAYARAN CUKAI OLEH MAJIKAN

Kepada: Tarikh: _____

Ketua Pegawai Eksekutif/Ketua Pengarah Hasil Dalam Negeri

Lembaga Hasil Dalam Negeri Malaysia

Cawangan   _____

Tuan,

Potongan Cukai Yang Dibuat Dalam Tahun   _____

Nama Pekerja   _____

No. Kad Pengenalan/No. Passpot   _____

No. Cukai Pendapatan Pekerja   _____

No. Pekerja   _____

No. Majikan (E)   _____

Dengan hormatnya saya merujuk kepada perkara di atas.

2. Potongan-potongan yang telah dibuat bagi pekerja di atas dalam tahun semasa adalah seperti berikut:

Bulan	Amaun (RM)		No. Resit/No. Slip Bank/No. Transaksi		Tarikh Resit/Tarikh Transaksi	
	PCB	CP38	PCB	CP38	PCB	CP38
Januari						
Februari						
Mac						
April						
Mei						
Jun						
Julai						
Ogos						
September						
Oktober						
November						
Disember						
Jumlah						

3. Potongan-potongan yang telah dibuat bagi pendapatan pekerja untuk tahun terdahulu dalam tahun semasa adalah seperti berikut:

Jenis Pendapatan	Bulan	Tahun	Amaun PCB (RM)	No. Resit/ No. Slip Bank/ No. Transaksi	Tarikh Resit/ Tarikh Transaksi

Sekian. Terima kasih.

Nama pegawai   _____

Jawatan   _____

No. Telefon   _____

Nama Dan Alamat Majikan   _____

_____

_____

_____37_____

EXHIBIT 4

SPECIFICATION FORMAT FOR MTD TEXT FILE DATA

File name of text file data : xxxxxxxxxxmm_yyyy.txt

xxxxxxxxxx	: Employer number
mm	: month of deduction
yyyy	: year of deduction

Header:

No	Field Name	Start	End	Length	Type	Notes
1	Record Type	1	1	1	Alphabet	H - 'Header'
2	Employer No. (HQ)	2	11	10	Num	Right justify with zeroes
3	Employer No.	12	21	10	Num	Right justify with zeroes
4	Year of Deduction	22	25	4	Num	YYYY
5	Month of Deduction	26	27	2	Num	MM (01-12)
6	Total MTD Amount	28	37	10	Num	Right justify with zeroes and with 2 decimal point
7	Total MTD Records	38	42	5	Num	Right justify with zeroes
8	Total CP38 Amount	43	52	10	Num	Right justify with zeroes and with 2 decimal point
9	Total CP38 Records	53	57	5	Num	Right justify with zeroes

Transaction Record Length   =   57

Transaction record (Details):

No	Field Name	Start	End	Length	Type	Notes
1	Record Type	1	1	1	Alphabet	D - 'Detail'
2	IncomeTax No.	2	11	10	Num	Right justify with zeroes
3	Wife code	12	12	1	Num	0-9
4	Employee's Name	13	72	60	Alphabet	Left justify with spaces
5	Old IC No.	73	84	12	Alphanum	A valid Old IC No. or just leave it blank if not applicable
6	New IC No.	85	96	12	Num	A valid New IC No. (without '-') or just leave it blank if not applicable
7	Passport No.	97	108	12	Alphanum	Left justify or just leave it blank if not applicable
8	Country Code	109	110	2	Alphabet	Refer to Country Code list
9	MTD Amount	111	118	8	Num	Right justify with zeroes and with 2 decimal point
10	CP38 Amount	119	126	8	Num	Right justify with zeroes and with 2 decimal point
11	Employee No. or Salary No.	127	136	10	Alphanum	Left justify

Transaction Record Length   =   136

The Example of Data as required (IRB Diskette Specification)

[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]

H	0291212306	0291212306	2002	05	0000835000	00006	0000150050	00002

					A4457334	530706015461			00090000	00000000	AB012283
D	0053136708	0	ABDUL HANIFAH MOHD ARIF								
D	0674134910	0	DULIP KUMAR S/O HARJEET	2887349				00080000	00000000	
D	1007134501	0	TAN MENG SOON		780906035559			00045000	00000000	
D	1054435508	1	SABARIAH BT. ABDULLAH	6753211	700725015720			00120000	00000000	KW01321
D	0777135509	0	ABE TAMURA			J1294567	JP	00300000	00050050	
D	0383132508	0	TATSURO KOJIYAMA			J2089982	JP	00200000	00100000	

[10]	[11]	[12]	[13]		[14]	[15]	[16]	[17]	[18]	[19]	[20]

1. Record Type: H for Header

2. Employer's No. (Headquarter)
   Please complete with 10 digits without the letter E
   Example 1 : E   908915-10   have to be filled as 0090891510
   Example 2 : E   6918546-05   have to be filled as 0690891510
   Example 3 : E   90002135-00   have to be filled as 9000213500

3. Employer's No.
   Same as No. 2 above

4. Year of Deduction
   Please complete the year of deduction with 4 digits
   Example : Year 2005 have to be filled as 2005

5. Month of Deduction
   Example : Month of August have to be filled as 08

6. Total MTD Amount
   Please complete the deduction amount without RM and decimal point
   Example : RM8350.00 have to be filled as 0000835000

7. Total MTD Records
   The total must be tally with employees whom subject to MTD
   Example : 6 employees have to be filled as 00006

8. Total CP38 Amount
   Please complete the deduction amount without the word RM and decimal point
   Example : RM1500.50 have to be filled as 0000150050

9. Total CP38 Records
   The total must be tally with employees whom subject to MTD

   Example : 2 employees have to be filled as 00002

10. Record Type: D for Details

11. and 12. Income Tax No. and Wife code
    A. Please complete the Income Tax No. with 11 digit without SG/OG
       Example 1 : SG   531367-08 (0) have to be filled as 00531367080
       Example 2 : OG10544355-08 (1) have to be filled as 10544355081
    B. 1. For Male / Single Woman - the last digit is 0
       2. For Married Woman - the last digit is between 1 until 9
    C. If the income tax no. is not known, please fill as 00000000000

13. Employee's Name
    Please complete the employee's full name as IC / Passport

14. and 15. Old / New Identity Card No.
    Please complete the IC no. for local employee (if applicable)
    Example 1 : Old IC No. A 4457334 have to be filled as A4457334
    Example 2 : New IC No. 530706-01-5641 have to be filled as 530706015641

16. Passport No.
    Please complete the Passport No. for foreigner employee (if applicable)
    Example : J 1294567 have to be filled as J1294567

17. Country Code
    Please complete the Country Code for foreigner employee only. The code is for which country that has issued the passport.

18. and 19. MTD Amount and CP38 Amount
    Please complete the deduction amount without the word RM and decimal point
    Example 1 : RM900.00 have to be filled as 00090000
    Example 2 : RM500.50 have to be filled as 00050050

20. Employee's No
    Complete Employee's No. or Salary No.
    Example : AB012283 have to be filled as AB012283

EXHIBIT 5

EXAMPLE OF CALCULATION

MTD Calculation for January 2021

Employee (Married) and wife working
3 children entitle for deduction

Monthly normal remuneration for January	= RM5,500.00
EPF	= RM605.00
Additional deduction	= Nil
MTD paid	= Nil
Additional remuneration – Bonus	
Received in month of April	**= RM8,250.00** **EPF = RM908.00**

[A] Determine category of employee

Category 3 / KA3

[B] Determine chargeable income for a year [P]

Firstly determine value K_2

K_2 = Estimated balance of total contribution to EPF or other Approved Scheme for the balance of the qualifying month

= [[RM4,000.00 (limited) – $(K + K_1 + K_t)$] / n] or K_1, whichever is lower

= [[RM4,000.00 – (RM0.00 + RM605.00 + RM0.00)] / 11]

= RM 308.63

*Total EPF = $K + K_1 + K_t + (K_2 \times n) \leq$ RM 4,000.00 (limit)

= RM0.00 + RM605.00 + RM0.00 + (RM308.63 x 11) ≤ RM 4,000.00 (limit)

= RM605.00 + RM3,394.93 ≤ RM 4,000.00 (limit)

= RM3,999.93 ≤ RM 4,000.00 (limit)

where; n = 11

$P = [\sum (Y - K^*) + (Y_1 - K_1^*) + [(Y_2 - K_2^*) \times n] + (Y_t - K_t^*)^{**}] - [D+S+1000C+(\sum LP + LP_1)]$

Where $(Y_t - K_t) = 0$

= [∑ (RM0.00– RM0.00) + (RM5,500.00– RM605.00*) + [(RM5,500.00– RM308.63*) x 11] + (RM0.00 + RM0.00)**] – [RM9,000.00 + RM0.00 + RM2,000.00(3) + (RM0.00 + RM0.00)]

= [[RM4,895.00] + [(RM5,191.37 x 11)] – [RM9,000.00 + RM6,000.00]

= RM 4,895.00 + RM57,105.07 – RM15,000.00

= RM47,000.07

[C] Determine monthly MTD for net normal remuneration. Once value of P in Step [B] is determined, value of M, R and B are determined based on Table 1 above.

MTD for current month $= \dfrac{[(P - M) \times R + B] - (Z+ X)}{n + 1}$

$= \dfrac{[RM47,000.07 - RM35,000.00] \times 8\% + RM600.00 - (RM0.00 + RM0.00)}{11 + 1}$

= **RM130.00**

MTD Calculation for February 2021

Employee (Married) and wife working
3 children entitle for deduction

Monthly normal remuneration for February	= RM 5,500.00
EPF	= RM605.00
Additional deduction	= Nil
MTD paid	= January – RM130

[A] Determine category of employee

    Category 3 / KA3

[B] Determine chargeable income for a year [P]

  Firstly determine value K_2

K_2 = Estimated balance of total contribution to EPF or other Approved Scheme and life insurance premium for the qualifying monthly balance

$= [[RM4,000.00 \text{ (limited)} – (K + K_1 + K_t] / n]$ or K_1, whichever is lower

$= [[RM4,000.00 – (RM605.00 + RM605.00 + RM0.00)] / 10]$

$= RM\ 279.00$

    *Total EPF $= K + K_1 + K_t + (K_2 \times n) \leq RM\ 6,000.00$ (limit)

        $= RM605.00 + RM605.00 + RM0.00 + (RM279.00 \times 10) \leq RM\ 4,000.00$ (limit)

        $= RM605.00 + RM605.00 + RM2,790.00 \leq RM\ 4,000.00$ (limit)

        $= RM4,000.00 \leq RM\ 4,000.00$ (limit)

        where; $n = 10$

$P = [(Y – K^*)+(Y_1 – K_1^*)+[(Y_2 – K_2^*) \times n] + (Y_t – K_t^*)^{**}] – [D+S+1000C+(\sum LP + LP_1)]$

    Where $(Y_t – K_t) = 0$

  $= [(RM5,500.00 – RM605.00^*) + (RM5,500.00 – RM605.00^*) + [(RM5,500.00 – RM279.00^*) \times 10] + (RM0.00 + RM0.00)^{**}] – [RM9,000.00 + RM0.00 + RM2,000.00(3) + (RM0.00 + RM0.00)]$

  $= [RM4,895.00]+ RM4,895.00 + [(RM5,221.00 \times 10)] – [RM9,000.00 + RM6,000.00]$

  $= RM\ 4,895.00 + RM4,895.00 + RM52,210.00 – RM15,000.00$

  $= RM47,000.00$

[C] Determine monthly MTD for net normal remuneration. Once value of P in Step [B] is determined, value of M, R and B are determined based on Schedule 1 above.

    MTD for current month $= \dfrac{[(P – M) \times R + B] – (Z+ X)}{n + 1}$

        $= \dfrac{(RM47,000.00 – RM35,000.00) \times 8\% + RM600.00 - (RM0.00 + RM130.00)}{10 + 1}$

        $=$ **RM130**

MTD Calculation for Mac 2021

Employee (Married) and wife working
3 children entitle for deduction

Monthly normal remuneration for Mac	= RM 5,500.00
EPF	= RM605.00
Additional remuneration	= Nil
Additional deduction i) Purchase of books	= RM100.00
ii) Medical expenses for parent	= RM200.00
	RM300.00
MTD paid	= January until February – RM260.00

[A] Determine category of employee

     Category 3 / KA3

[B] Determine chargeable income for a year [P]

     Firstly determine value K_2

         K_2 = Estimated balance of total contribution to EPF or other Approved Scheme and life insurance premium for the qualifying monthly balance

             = [[RM4,000.00 (limited) – $(K + K_1 + K_t)$] / n] or K_1, whichever is lower

             = [[RM4,000.00 – (RM605.00 x 2) + RM605.00 + RM0)] / 9]

             = RM 242.77

     *Total EPF   = $K + K_1 + K_t + (K_2 \times n) \leq$ RM 6,000.00 (limit)

                     = (RM605.00 x 2) + RM605 + RM0 + (RM242.77 x 9) $\leq$ RM 4,000.00 (limit)

                     = RM1,210.00 + RM605.00 + RM2,184.93 $\leq$ RM 4,000.00 (limit)

                     = RM3,999.93 $\leq$ RM 4,000.00 (limit)

                                   where; n = 9

$P = [\sum (Y - K^*) + (Y_1 - K_1{}^*) + [(Y_2 - K_2{}^*) \times n] + (Y_t - K_t{}^*)^{**}] - [D + S + 1000C + (\sum LP + LP_1)]$

     Where $(Y_t - K_t) = 0$

     = [(RM11,000.00 – RM1,210.00) + (RM5,500.00 – RM605.00*) + [(RM5,500.00 – RM242.77*) x 9] + (RM0.00 + RM0.00)**] – [RM9,000.00 + RM0.00 + RM2,000.00(3) + (RM0.00 + RM300.00)]

     = [RM9,790.00 + RM4,895.00 + [(RM5,257.23 x 9)]] – [RM9,000.00 + RM6,000.00 + RM300.00]

     = RM62,000.07 – RM15,300.00

     = RM46,700.07

[C] Determine monthly MTD for net normal remuneration. Once value of P in Step [B] is determined, value of M, R and B are determined based on Schedule 1 above.

$$\text{MTD for current month} = \frac{[(P - M) \times R + B] - (Z + X)}{n + 1}$$

$$= \frac{[RM46,700.07 - RM35,000.00] \times 8\% + RM600.00 - (RM0.00 + RM260.00)}{9 + 1}$$

$$= RM127.60$$

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MTD Calculation for April 2021 (receive additional remuneration – using Additional Remuneration Formula)

Employee (Married) and wife working
3 children entitle for deduction

Monthly normal remuneration for April	= RM5,500.00
EPF	= RM605.00
Additional remuneration	= Nil
Additional deduction i) Purchase of books	= RM100.00
ii) Medical expenses for parent	= RM200.00
	RM300.00
MTD paid	= January until March – RM387.60

Additional Remuneration – Bonus	**= RM8,250.00**	**EPF = RM908.00**

Step 1 – Determine the Monthly Tax Deduction on net normal remuneration for a year.

[A] Determine the category of employee.

Category 3 / KA3

[B] Determine the chargeable income for a year, not including additional remuneration for the current month, in accordance with the formula specified in subparagraph c(i), where $P = [\sum(Y - K^*) + (Y_1 – K_1{}^*) + [(Y_2 – K_2{}^*) n] + (Y_t – K_t{}^*)^{**}] - [D + S + D_U + S_U + QC + (\sum LP + LP_1)]$.

Firstly determine value K_2

K_2 = Estimated balance of total contribution to EPF or other Approved Scheme and life insurance premium for the balance of the qualifying month

= [[RM4,000.00 (limited) – $(K + K_1 + K_t)$] / n] or K_1, whichever is lower

= [[RM4,000.00 – (RM605.00 x 3) + RM605.00 + RM0.00)] / 8]

= RM 197.50

$*$Total EPF = $K + K_1 + K_t + (K_2 \times n) \leq$ RM 6,000.00 (limit)

= (RM605.00 x 3) + RM605.00 + RM0.00 + (RM197.50 x 8) ≤ RM 4,000.00 (limit)

= RM1,815.00 + RM605.00 + RM1,580.00 ≤ RM 4,000.00 (limit)

= RM4,000.00 ≤ RM 4,000.00 (limit)

where; n = 8

$P = [\sum (Y– K^*)+(Y_1 – K_1{}^*)+[(Y_2 – K_2 {}^*) \times n] + (Y_t – K_t {}^*)^{**}] – [D+S+1000C+(\sum LP + LP_1)]$

Where; $(Y_t – K_t) = 0$

= (RM16,500.00– RM1,815.00$*$) + (RM5,500.00– RM605.00$*$) + [(RM5,500.00– RM197.50$*$) x 8] + (RM0.00 + RM0.00)] – [RM9,000.00 + RM0.00 + RM2,000.00(3) + (RM300.00 + RM300.00)]

= [RM14,685.00+ RM4,895.00+ RM42,420.00] – [RM9,000.00 + RM6,000.00 + RM300.00 + RM300.00]

= RM62,000.00 – RM15,600.00

= RM46,400.00

[C] Determine the Monthly Tax Deduction for net normal remuneration for the current month in accordance with the formula specified in subparagraph c(i) = $\frac{[(P - M) R + B] - (Z + X)}{n + 1}$

MTD for current month $= \frac{[(P - M) \times R + B] - (Z + X)}{n + 1}$

$= \frac{[RM46,400.00 - RM35,000.00] \times 8\% + RM600.00 - (RM0.00 + RM387.60)}{8 + 1}$

= RM124.93

[D] Determine the net Monthly Tax Deduction for the current month = Monthly Tax Deduction for the current month (Step [C]) — *zakat* for the current month, if any.

Net MTD   = MTD for current month – zakat for current month
= RM124.93 – RM0.00
= RM124.93

[E] Determine the total Monthly Tax Deduction for a year
= X + [Step [C] x (n + 1)]

X is the accumulated Monthly Tax Deduction which has been paid;
n + 1 is the balance of month in a year, including the current month.

Total MTD for a year   = X + [Step [C] x (n + 1)]
= RM387.60 + [(RM124.93 x (8 + 1))
= RM387.60 + RM1,124.37
= RM1,511.97

Step 2 – **Determine the chargeable income for a year, including the additional remuneration for the current month.**

[A] Determine the category of employee.

Category 3 / KA3

[B] Determine the chargeable income for a year in accordance with the formula specified in subparagraph 4(1), where $P = [(Y - K) \times 12] + [\sum(Y_{t1} - K_{t1})] + (Y_t - K_t) - (D + S + QC)$

Firstly determine value K_2
K_2 = Estimated balance of total contribution to EPF or other Approved Scheme and life insurance premium for the qualifying monthly balance
= [[RM4,000.00 (limited) – (K + K_1 + K_t)] / n] or K_1, whichever is lower
= [[RM4,000.00 – (RM605.00 x 3) + RM605.00 + RM908.00)] / 8]
= RM 84.00

$*$Total EPF $\quad = K + K_1 + K_t + (K_2 \times n) \le$ RM 6,000.00 (limit)

$\quad\quad\quad = $ (RM605.00 x 3) + RM605.00 + RM908.00 + (RM84.00 x 8) $\le$ RM 4,000.00 (limit)

$\quad\quad\quad = $ RM1,815.00 + RM605.00 + RM908.00 + RM672.00 $\le$ RM 4,000.00 (limit)

$\quad\quad\quad = $ RM4,000.00 $\le$ RM 4,000.00 (limit)

P $\quad = [\sum (Y - K^*) + (Y_1 - K_1^*) + [(Y_2 - K_2 {}^*) \times n] + (Y_t - K_t {}^*)] - [D + S + 1000C + (\sum LP + LP_1)]$

$\quad = [(RM16,500.00 - RM1,815.00^*) + (RM5,500.00 - RM605.00^*) + [(RM5,500.00 - RM84.00^*) \times 8] +$ (RM8,250.00 – RM908.00)] – [RM9,000.00 + RM0.00 + RM2,000.00(3) + (RM300.00 + RM300.00)]

$\quad = $ [RM14,685.00 +RM4,895.00 + RM43,328.00 + RM7,342.00] – [RM9,000.00+ RM0.00 + RM6,000.00 +RM600.00]

$\quad = $ RM 70,250.00 – RM15,600.00

$\quad = $ RM54,650.00

Step 3 – Determine the total tax for a year.

Total tax for a year $\quad\quad = (P - M) R + B$

Value of P is determined based on Step 2[B];
Value of M, R and B are determined based on Table 1.

Total tax for a year $\quad\quad = (P - M) \times R + B$

$\quad\quad\quad = $ (RM54,650.00 – RM50,000.00) x 14% + RM1,800.00

$\quad\quad\quad = $ RM2,451.00

Table 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	13	1,800	1,800
70,001 - 100,000	70,000	21	4,400	4,400
100,001 – 250,000	100,000	24	10,700	10,700
250,001 - 400,000	250,000	24.5	46,700	46,700
400,001 – 600,000	400,000	25	83,450	83,450
600,001 – 1,000,000	600,000	26	133,450	133,450
100,001 – 2,000,000	1,000,000	28	237,450	237,450
Exceeding 2,000,000	2,000,000	30	517,450	517,450

Step 4 – Determine the Monthly Tax Deduction for additional remuneration for the current month.

Monthly Tax Deduction for additional remuneration for the current month
$\quad = $ Total tax for a year (Step 3) — total Monthly Tax Deduction for a year (Step 1[E]) + *zakat* which has been paid.

$\quad\quad\quad = $ RM2,451.00 – [RM1,511.97 + RM0.00]

$\quad\quad\quad = $ RM939.03

Step 5 – **Determine the Monthly Tax Deduction for the current month which shall be paid.**

Monthly Tax Deduction for the current month which shall be paid	= Net Monthly Tax Deduction (Step 1[D]) + Monthly Tax Deduction for additional remuneration for the current month (Step 4)
	= RM124.93 + RM939.03
	= RM 1,063.96 ≈ **RM 1,064.00**

NOTE:

MTD Calculation for month of May until December is as per example above. Total remuneration, MTD paid and the deductions/rebates will be accumulated and brought forward from month to month until month of December in a current year.