

Title :

USER REQUIREMENT SPECIFICATION [URS]

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USER REQUIREMENT SPECIFICATION (URS) DOCUMENT

BIB

**Payroll > Statutory Bodies File Upload
Module>EPF**

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Amendment Record

Version	Date	Status	Description of Revision
1.0	28.10.2016	New	Initial Release

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1.0 INTRODUCTION

Agrobank appointed as an agent bank payment collection for Employee Provident Fund (EPF) contribution and Form A submission via Business Internet Banking (AGRONetBIZ) . This document will describe on the scope of work, process flow, features, screen design, accounting entries.

Acronyms that will be using in this document are as below:

BIB – Business Internet Banking

2.0 PROBLEM STATEMENT

Currently, EPF contribution payment not offers via BIB.

3.0 OBJECTIVE

To offers EPF contribution payment module as one of the Statutory Bodies Payment via BIB. This module will be added under Payroll module-Statutory Bodies, same as LHDN and SOCSO.

4.0 SCOPE OF WORK

The scope of works involves:

1. BIB

1. Add new sub module for Statutory Bodies – EPF under Payroll module which consist of Payment file upload and Statutory Bodies Transaction Enquiry. The details as per below:

a. Payment File Upload:

- 1) Add new sub module Statutory Bodies File Upload under Payroll in the BIB that enable customer make EPF payment by upload file format, which are csv and excel format.
- 2) Allow this module to upload the file and enquiries status of file uploaded in BIB.
- 3) The uploaded file will send to the Payroll System for checking, processing and crediting.

b. Statutory Bodies Transaction Enquiry

- 1) Account & Banking to display all transactions initiated at AGRONetBIZ Transaction History and Transaction History once customer's account has been debited and credited to the beneficiary account i.e: EPF
- 2) Payroll System to debit CASA of the employer and credit the fund to EPF account based on approval date.
- 3) BIB (BIB>Payroll Module> Statutory Bodies Payment File Upload > Statutory Bodies History) to display Statutory Bodies History status for customer reference and the transaction details. The status are as below :
 - Successful: Approver successfully approved the transaction and customer's account debited.
 - Unsuccessful : The test result received from EPF is unsuccessful
 - Pending Approval: After initiator upload the contribution file and pending approval.

- Rejected: Approver rejects the transaction.
 - Expired: The transaction will be expired if more than 30 days pending for approval.
- 4) BIB (BIB>Account & Banking) to display status of the customer account in the AGRONetBIZ Transaction History and Transaction History once the account has been debited for payroll payment transaction > Statutory Bodies. The status display at AGRONetBIZ Transaction History must be the same as displayed in Statutory Bodies History.
2. To allow payment for :
- I. Form A Payment
 - II. Self Employed Contribution or Self Contribution and 1 Malaysia Contribution
 - III. Arrears of form A payment submission
 - IV. Late charges – Penalty interest imposed to employers due to late contribution payment for their employee.
 - V. Dividend . Employer compensation to employee(s) for dividend loss due to late contribution.
 - VI. Other Charge. Fee for manual processing of Form A and submission of incomplete employee data in Form A will be grouped as other charge.
3. Corporate Administrator can allow service for the Statutory bodies EPF for the selected user.
4. File Submission :
- a. Testing File :
- I. Customer's account will debit upon approver approve the transaction.
 - II. BIB will block customer from uploading second file until the Bank received test result file from EPF. The duration given is three working days.
 - III. To allow customer resubmit the test file, if the test result of the first submission is unsuccessful. Business user to perform manual reversal.
- b. Contribution File :
- I. For successful test file status, BIB to resubmit the test file upload earlier by employer as contribution file to EPF for processing.

2. IBAM

- 1) Enquiries :
- i IBAM (IBAM>Company Enquiry>Company Details) the status online/offline of Statutory Bodies is configure under Payroll module.
 - ii IBAM (IBAM>Company Enquiry>Company Details) enable to register or update Employer No.
 - iii IBAM > Content > Service Info, the service info will be created for statutory bodies EPF.
 - iv IBAM > Company Enquiry > User Maintenance, allow service for Statutory Bodies EPF.
 - v IBAM report will be extracted new for the daily and monthly report.
 - vi IBAM > Transaction Enquiry> display EPF Statutory Bodies transaction by employer.
 - vii Demo Page

2) Type of collection: EPF

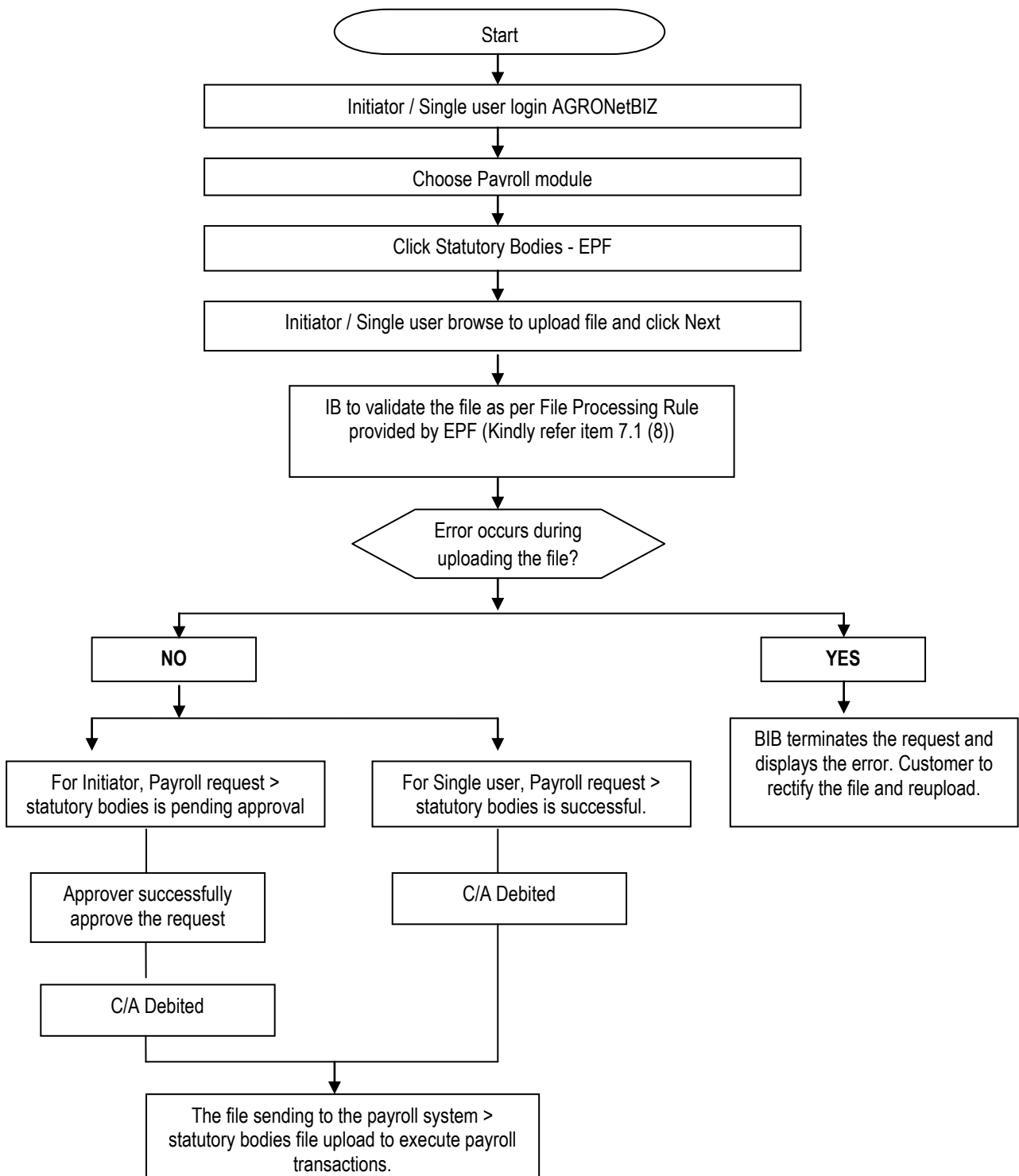
3) Method of collection: Account Debiting of employer's CASA Account.

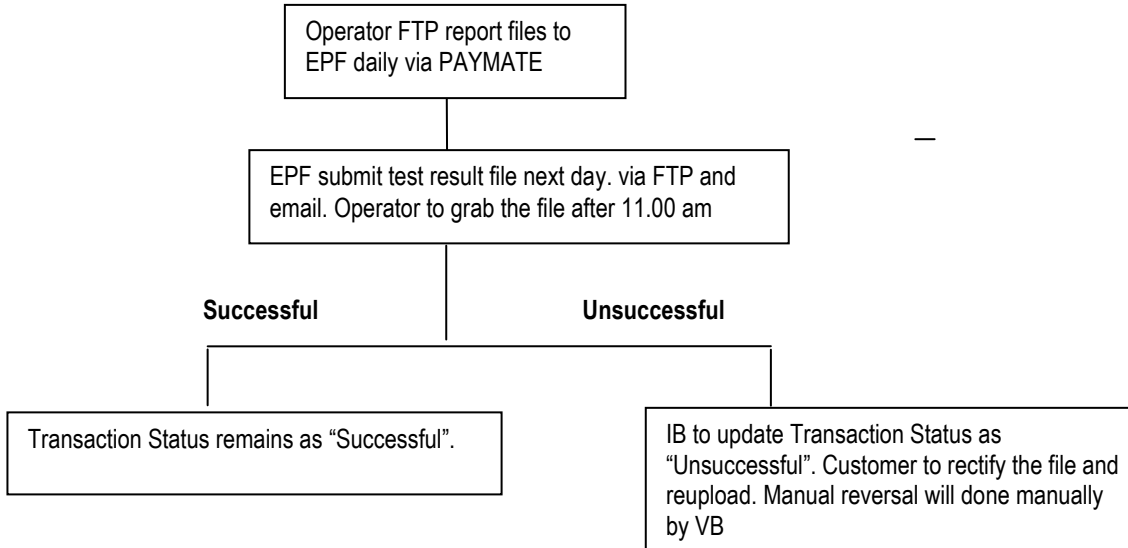
5.0 CHANNEL INVOLVED

- Business Internet Banking [BIB]

6.0 PROCESS FLOW

6.1 Payroll > Statutory Bodies Upload File > Registration





7.0 REQUIREMENT DEFINITION –AGRONetBIZ

Module	Remarks										
Payroll Module > Statutory Bodies	<ol style="list-style-type: none"> To add EPF as a new sub module Statutory Bodies File Upload under Payroll module. Enable Types of Statutory Bodies for EPF in BIB Module, Single and Multiple user, which allowing user Initiator to upload Contribution file and user Approver to approve the transaction. Under this module, it include the Statutory Bodies file upload, Statutory Bodies history and Statutory Bodies transaction details under AgroNetBIZ Txn History and Transaction History Enable download file at Statutory Bodies History for the initiator to download and at Approver Authorization screen. <p>7.1 EPF requirements details as per below:</p> <ol style="list-style-type: none"> EPF will open collection account with Agrobank <ol style="list-style-type: none"> Collection Account Number – xxxxxxxxxxxxxxxx Once transaction performed, it will directly debit from employer’s CASA accounts and will be credited to EPF collection account at Agrobank. Bank will send gross (total) amount to EPF on next day (T + 1) at cut off time before 10.00 am to EPF. File Specification : The file type to be submitted by bank and EPF are as below : <table border="1" data-bbox="603 1995 1469 2114"> <thead> <tr> <th>No</th> <th>File Name</th> <th>File Type</th> <th>Sender</th> <th>Receiver</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Form A Submission</td> <td>'FA' - Data</td> <td>Bank</td> <td>EPF</td> </tr> </tbody> </table>	No	File Name	File Type	Sender	Receiver	1	Form A Submission	'FA' - Data	Bank	EPF
No	File Name	File Type	Sender	Receiver							
1	Form A Submission	'FA' - Data	Bank	EPF							

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	(Production Mode)	'FR' - Report		
2	Form A Testing (Testing Mode)	<p>TA' – Form A testing data from bank.</p> <p>'TR' – This is testing result of Form A submitted by employers to enable employer (s) eligible to submit Form A via BIB.</p>	Bank	EPF
3	Credit Advice - Contains EPF payment collected via OTC or BIB.	<p>'CP' - data</p> <p>'CR' – Report</p>	Bank	EPF

File transmission schedule are as below :

No.	File name	Frequency	Expected time to reach receiver.
1.	Credit Advice (Contains collected EPF payment information).	Once a day. Everyday including public holidays.	11:00 am
2.	Form A (Testing and Production interface file		
3.	Form A Testing Result – Approval.		
4.	EPF payment collected at bank control summary.		
5.	Employer's Form A submission via bank control summary.		

6) File Transfer Protocol :

No	Method	Description
1	From Bank to EPF via EPF Third Party Middleware which	The Bank to :

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	is PAYMATE system.	<ul style="list-style-type: none"> • Open Port 49891 to enable data upload. • Provide PC to install PAYMATE agent that transmit the files from/to EPF PAYMATE Server.
2	From Bank PC (at EPF) to ISERIES.	<p>The incoming interface file will be loaded into ISERIES via FTP.</p> <p>(Note : This system maintained by EPF)</p>
<p>7) There are few types of report need to submit to EPF daily. Kindly refer below :</p>		
No	Report Name	Description
1	EPF Payment Collected at Bank Control Summary Report	Collection EPF payment – segregated by payment channel
2	Form A Submission Control Summary Report	Total Employees and Total contribution amount
3	List of collected EPF contribution from employer. (SODEBNK1)	List of collected EPF contribution from employer.
4	Details of Form A transaction (SODE02A)	Details of Form A transaction
5	Details of Form A transaction (FATANETB)	Details of Form A transaction
6	KWSP – Ujian Internet Borang A bagi caruman BBTT.	Inform the contribution status to respected person
7	Notis Ujian Internet Borang A (Approved)	Inform the contribution status to respected person
8	Notis Ujian Internet Borang A (Rejected)	Inform the contribution status to respected person
9	Payment Collection (Credit Advice) Posted	Payment Collection (Credit Advice) Posted
10	Payment Collection (Credit Advice) Rejected	Payment Collection (Credit Advice) Rejected
11	Form A processing accepted	Form A processing accepted
12	Form A processing rejected	Form A processing rejected

8) Type of payment for employer :

The payment code to be added as "Payment Type" in below service

I. BIB : Statutory Body – File Upload step 2 confirmation (initiator) screen (Refer Item 14.0) – to be added as drop list.

II. IBAM : BIB Transaction Enquiry – Details (Refer Item 7.2)

No	Payment Type	Payment Code
1	Form A Payment	Form A
2	Self Employed Contribution or Self Contribution and 1 Malaysia Contribution	Self Contribution
3	Form F Payment - Arrears of form A payment submission	Form F
4	Late charges – Penalty interest imposed to employers due to late contribution payment for their employee.	Late Charges
5	Dividend . Employer compensation to employee(s) for dividend loss due to late contribution.	Dividend
6	Other Charge. Fee for manual processing of Form A and submission of incomplete employee data in Form A will be grouped as other charge.	Others

9) File Processing Rule :

I. Below are the rules provided by EPF on file validation. BIB should validate the file at initiator stage. (Note : The scenario may be added from time to time during UAT)

a) EPF payment collected at bank :

Header Record	
No	Rule
1	The bank code and state code must be valid.
2	Transaction date must be current date.
Detail Record	
1	The bank code, state code, payment mode and code must be valid
2	The employer/member number must be valid.
Trailer Record	

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		1	Total number of payments and amount must match with record type '01' and '02'.
		2	The hash total is equal to total member EPF number.
		3	Based on the EPF payment collected at bank control summary report, the system will check the total number payment and amount against the values in the interface file trailer record.
		b) Form A submission :	
		Header Record type 1	
		No	Rule
		1	The processing date must be current processing date.
		2	The running sequence number must be unique. The system will logged the file header record type 1 details – processing date and sequence number, for tracking purpose. The system will not process the file if there is duplicate entry.
		3	The testing mode indicator is used to determine whether the interface file content is meant for posting or testing.
		4	This is control record format for interface file. Each interface file will have one header record format type
		Header record type 2	
		1	This is control record format for employer. Each employer will have one header record type 2.
		2	Employer must indicate whether Form A contribution is new or supplementary follow by contribution sequence
		3	The transaction date must be equal to transaction date in payment file (credit advice).
		Detail Record	
		1	The validation of the detail record will be done at Contribution Module.
		Trailer Record	
		1	Each employer will have one trailer record.
		2	The payment amount fields must be matched with payment file (Credit advice.)
		3	The total fields must be equal to total of detail record fields.

- 10) There will be no charges and no GST to customer who perform the EPF transaction payment in the BIB.
- 11) EPF will pay the commission to the bank at RM 0.08 per transaction by end of the month after VB issues the invoice. (subject to the Offer Letter and agreement)
- 12) EPF will pay the commission via Fund Transfer to Agrobank's Account
- 13) Bank (VB Section) need to provide the account number to EPF for transferring purpose.
- 14) The process flow for the uploading the EPF file in the Statutory Bodies Module as per below:-
 - a) Customer uploads the first file i.e. testing file in the BIB.
 - b) IB File Server will send the file to the EPF server to validate and process. File will be processed at 11.00 am daily by EPF.
 - c) EPF will give the feedback on the result file status next working day. The file will be placed at EPF server). Bank to send and grab the file from the server (PAYMATE system) at 11.00pm. For the test result file, Bank to grab the file at 12.00 am as it will available at 11.00am. EPF also will concurrently the file via email.
 - d) IB then will use the same file uploaded by customer for the contribution process.
 - e) The debiting and crediting process will take place upon first file uploaded and approved.
 - f) In the event EPF failed to respond the result file daily due to technical error, EPF will response concurrently via email.
 - g) In the event, the result file / contribution file for the employer is unsuccessful. EPF will generate notice to the employer on the unsuccessful status with the mistake made. Customer to reupload the amended file into BIB.
 - h) In the event, the test result file is unsuccessful, IB to update the transaction status to "unsuccessful". VB to advise customer rectify the file and reupload. The reversal will done manually by VB.
5. For Employer code, customer need to use the same employer code as submitted in Registration file/Testing file
6. Customer only allowed uploading one testing file for only one Employer Code as current BIB practise.
7. Differentiate uploaded file by :
 - I. Batch ID is required to differentiate uploaded files
 - II. Reference Number is required for each transaction in the file
 - III. The Batch ID and Reference Number to be displayed at Single User/ Multiple User screen upon initiate, approve the transaction. It should also display at Print receipt, Statutory Bodies History and AgroNetBIZ Txn History.
8. Statutory Bodies Crediting :
 - I. The crediting date follows an approval date. It applies to both BIB type user which is Single and Multiple users.

Note : Please refer Appendix 1 – Third Party Integration Interface Requirements – Agent Bank Payment Collection & Form A Submission (Version 5.4a)

<p>Account & Banking</p>	<ol style="list-style-type: none"> 1. Transaction History – To display debit and credit of EPF transaction from channel involved i.e : Internet Banking, OTC 2. Statutory Bodies Transfer History - EPF : <ol style="list-style-type: none"> I. The details required are as below : <ul style="list-style-type: none"> ▪ Batch ID ▪ Upload Date ▪ Total Number of Records ▪ Total Contribution Amount ▪ Status II. Enable to download the contribution file for reference. 3. The status shown in Transaction History and AgroNetBIZ Transaction History must same as stated in Statutory Bodies History. The status as below : <ol style="list-style-type: none"> I. Successful : Approver successfully approved the transaction and customer's account debited II. Unsuccessful : The test result received from EPF is unsuccessful III. Pending: After initiator (Multiple user type) upload the contribution file and submit to the approver for authorization. IV. Rejected: Approver rejects the transaction. V. Expired: The transaction will be expired if more than 30 days pending for approval. 4. Enable Print Receipt at AgroNetBIZ Transaction History.
<p>IBAM</p>	<ol style="list-style-type: none"> 1. View/Set/Edit status of Statutory Bodies for company (IBAM> Company Enquiry>Company Details : <ol style="list-style-type: none"> I. View status online/offline of Payroll service for company in IBAM II. Enable to set and edit online/offline of Payroll service for the company III. Enable to set and edit charges IV. Enable to register and update Employer Number for new or existing BIB subscriber. 2. IBAM > Content > Service Info – The new service info will be created for Statutory Bodies (EPF) 3. IBAM > Company Enquiry > User Maintenance – To allow service Statutory Bodies EPF for respective user. 4. IBAM > Transaction Inquiry - To add Transaction Type – EPF for viewing transaction details daily and month. <ul style="list-style-type: none"> ▪ Enable user to download the file uploaded by employer. ▪ Provide HOST error for unsuccessful transaction. 5. IBAM > BIB Report – To enable EPF Report monthly and daily. <p><i>Note : Refer 7.2 for the template report in IBAM.</i></p>

7.2 Statutory Bodies transactions in IBAM (IBAM> BIB Transaction Enquiry)

- To add Statutory Bodies – EPF under Transaction Type search criteria.
- Enable status search criteria contain “Successful”, “Unsuccessful”, “Pending”, “Expired”, “Rejected”
- To display EPF Payment Code in Transaction Description field.
- **Sample :**

Transaction Type : Statutory Bodies - EPF
Status Uploaded File :Successful/Unsuccessful/Pending/Expired/Rejected

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> Click Transaction ID, below screen appear:

BIB Transaction Enquiry - Search Result

First Previous 1 2 3 4 5 Next Last

Transaction ID	Company Id	Company Name	Transaction Types	Transaction Date	Transaction Status
2016120200000009861	6	SAMAT SDN BHD	Statutory Bodies - EPF	02/12/2016 11:55:20 AM	Successful
2016112300000009769	10	SINAR RAHMAN ENTERPRISE T/A SINAR RAHMAN ENTERPRISE	Statutory Bodies - SOCSO	23/11/2016 07:17:18 PM	Unsuccessful
2016112300000009768	10	SINAR RAHMAN ENTERPRISE T/A SINAR RAHMAN ENTERPRISE	Statutory Bodies - SOCSO	23/11/2016 07:16:12 PM	Rejected
2016112300000009767	10	SINAR RAHMAN ENTERPRISE T/A SINAR RAHMAN ENTERPRISE	Statutory Bodies - SOCSO	23/11/2016 07:15:22 PM	Pending
2016112300000009766	10	SINAR RAHMAN ENTERPRISE T/A SINAR RAHMAN ENTERPRISE	Statutory Bodies - SOCSO	23/11/2016 07:14:31 PM	Expired

> Click Transaction ID to view details of file

BIB Transaction Enquiry - Details

Company Id	6
Company Name	SAMAT SDN BHD
Initiated By	singlesamat1
Transaction ID	2016120200000009861
Transaction Types	Statutory Bodies - SOCSO
Transaction Description	Form A
Transaction From Account No	1000051000002846
Transaction To Account No	1007021000049571
Transaction Amount	62.00
No of Records	4
Transaction Date	02/12/2016 11:55:20
Effective Date	02/12/2016 11:55:20
Transaction Status	Successful
Host Error Reason	-

Rejected Transactions

No Record(s) Found

[Download](#)

[Back](#)

> Click Download to view transaction detail

7.3 Statutory Bodies History under Payroll Module (BIB>Payroll Module> EPF Transfer History)

- Initiator/Single User/Viewer using EPF Transfer History to view status of Contribution file made via available channel as below:

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- i) Contribution file payment status
- ii) Crediting status
- To add additional column "Payment Type".
- The download files should be in readable format.
- Sample :

Statutory Bodies History - EPF

Batch ID	Upload Date	Payment Type	Total Number of Transaction	Total Contribution	Status	
20161123000000000042	23/11/2016	Form A	4	RM 351.70	Unsuccessful	Download
20161123000000000041	23/11/2016	Late Charges	4	RM 41.70	Expired	Download
20161123000000000040	23/11/2016	Form F	4	RM 51.70	Pending	Download
20161123000000000039	23/11/2016	Dividend	4	RM 231.70	Successful	Download
20161123000000000038	23/11/2016	Others	4	RM 51.70	Rejected	Download

> Click downloads to view transaction detail.

8.0 IBAM - LIST OF REPORT

8.1 Daily Reports related to Statutory Bodies EPF transactions in IBAM (IBAM> BIB Report)

- Report name : BIB Statutory Bodies EPF Report Daily
- Filtering by search criteria which are "Report Type", File Type (excel, pdf and csv), Month and Year.
- All transactions will all status must be displayed in the report
- For unsuccessful transaction, the reason must be indicated under Remarks.
- To add "Payment Type" in the report. Kindly refer sample
- Sample report as below:-

IBAM
RIB
BIB
Company Enquiry
BIB Report
Send SMS Pin
BIB Transaction Enquiry
BIB Navigation
BIB User Activity Log
BIB LHDN Registered Employer
MAINTENANCE
AUTHORIZATION

Report

Report Type : BIB Statutory Bodies EPF Report Daily

File Type : pdf

Month : October

Year : 2016

Search

File Name	Folder Name	Report Type	Creation Date	Action
BIB Statutory Bodies EPF Report Daily-161025.pdf	16-10-25	BIB Statutory Bodies EPF Report Daily	10/26/2016	Save

Business Internet Banking
BIB EPF Statutory Bodies Report
 Daily

Reporting Date : 23/11/2016
 Report Generated Date : 24/11/2016
 Report Generated Time : 10:34:04
 Total Amount Month-to-date : 779.50

Date/Time Upload File	User ID	No of Records	Transaction Date	Status
DIF Number	User Name	Payment Type	Batch ID	Remarks
Company Name	Customer Name		From Account	
			Total Amount	
Total File Upload : 8 Total No of Successful Upload File: 2 Total Contribution Amount/MYR: 318.10				
2016-11-23 19:17:18.17	39	0	23/11/20	Unsuccessful
100004747	InitiatorSinar		20161123000000000042	Insufficient Fund
SINAR RAHMAN ENTERPRISE T/A SINAR	ROSLI AHMAD		1006141000030402	
			351.70	
2016-11-23 19:16:12.86	39	0	23/11/20	Rejected
100004747	InitiatorSinar		20161123000000000041	NIL
SINAR RAHMAN ENTERPRISE T/A SINAR	ROSLI AHMAD		1002021000005020	
			41.70	
2016-11-23 19:15:22.307	39	4	23/11/20	Pending
100004747	InitiatorSinar		20161123000000000040	NIL
SINAR RAHMAN ENTERPRISE T/A SINAR	ROSLI AHMAD		1002021000005020	
			51.70	

Diagram 2: BIB – Statutory Bodies – EPF Report Daily

9.0 LIST OF TRANSACTION CODE

Create a new transaction code for statutory bodies to indicate and identify the type of transactions.

10.0 FILE/DATA

- Use standard file format for Payroll System i.e excel and csv format.
- File format EPF to be submitted by the Bank as per stated in the Appendix 1 – Item 2.0).

11.0 GENERAL LEDGER ACCOUNT

- For the statutory bodies for EPF, the transaction will not include GST charges because the service offers is FOC for customer
- For the commission received from EPF, it will done manually by VB side, however subject to the agreement by EPF with the bank.
Note : Accounting Department to advise.

11.3 Manual Adjustment GL entries to send to Accounting Department every month

Kindly refer Appendix 1 : Statutory Bodies Charge/Commission Fee Process Flow

(upon receiving commission from EPF)

1) Payment via Cheque

HQ

Dr.	02-xxxx-511999-0000 (113 Account - HQ)	84.80	
	Cr. 02-9081-675543-0000 (EPF Commission)	80.00	
	Cr. 02-9081-287796-0000 (GST Output Clearing)		4.80

2) Payment via Fund Transfer (IBG / RENTAS)

HQ

Dr	02-9081-1112xx-0000 (Bank Account)	84.80	
	Cr 02-9081-675543-0000 (EPF Commission)	80.00	
	Cr. 02-9081-287796-0000 (GST Output Clearing)		4.80

12.0 ACCESS MATRIX & AUTHORIZATION

12.1 Corporate Administrator

- Corporate Administration to allow Statutory Bodies to be accessible by Initiator/Approver/Viewer/Single User using IB Service Management module, User Management, Secure Pass Management, Approval Matrix Management via BIB. The screen of IB Service Management are as below:-

Service		Allow
1	Account Enquiry	<input type="checkbox"/>
2	Fund Transfer - Own	<input type="checkbox"/>
3	Fund Transfer - 3 rd Party	<input type="checkbox"/>
4	Fund Transfer - Interbank	<input type="checkbox"/>
5	Bill Payment	<input type="checkbox"/>
6	Bulk Payment	<input type="checkbox"/>
7	Payroll	<input type="checkbox"/>

- If company subscribe to Statutory Bodies, CA able to edit no.7 in the Service Table as above as the service offers under Payroll Service.

13.0 RECONCILIATION

- Reports are required for reconciliation by VB.
- For 3rd Party Fund Transfer, reports are required for Statutory Bodies transactions as below:
 - i) BIB Statutory Bodies Report Daily
 - ii) DDI220P – Pre Processing Successful Transactions Report
 - iii) DDI221P – Pre Processing Rejected Transactions Report
 - iv) DDI224P – Pre Processing Batch File Detail Transactions Report
 - v) DDI222P – Post Processing Successful Transactions Report
 - vi) DDI223P – Post Processing Rejected Transactions Report
 - vii) Host Report for successful/unsuccessful CASA transaction

14.0 INTERFACES

[All screen designs provided are samples and only illustration purpose for easy understanding. The screen designs are not final] BIB

14.1 Payroll Menu

14.1.1 Payroll for Statutory Bodies - EPF

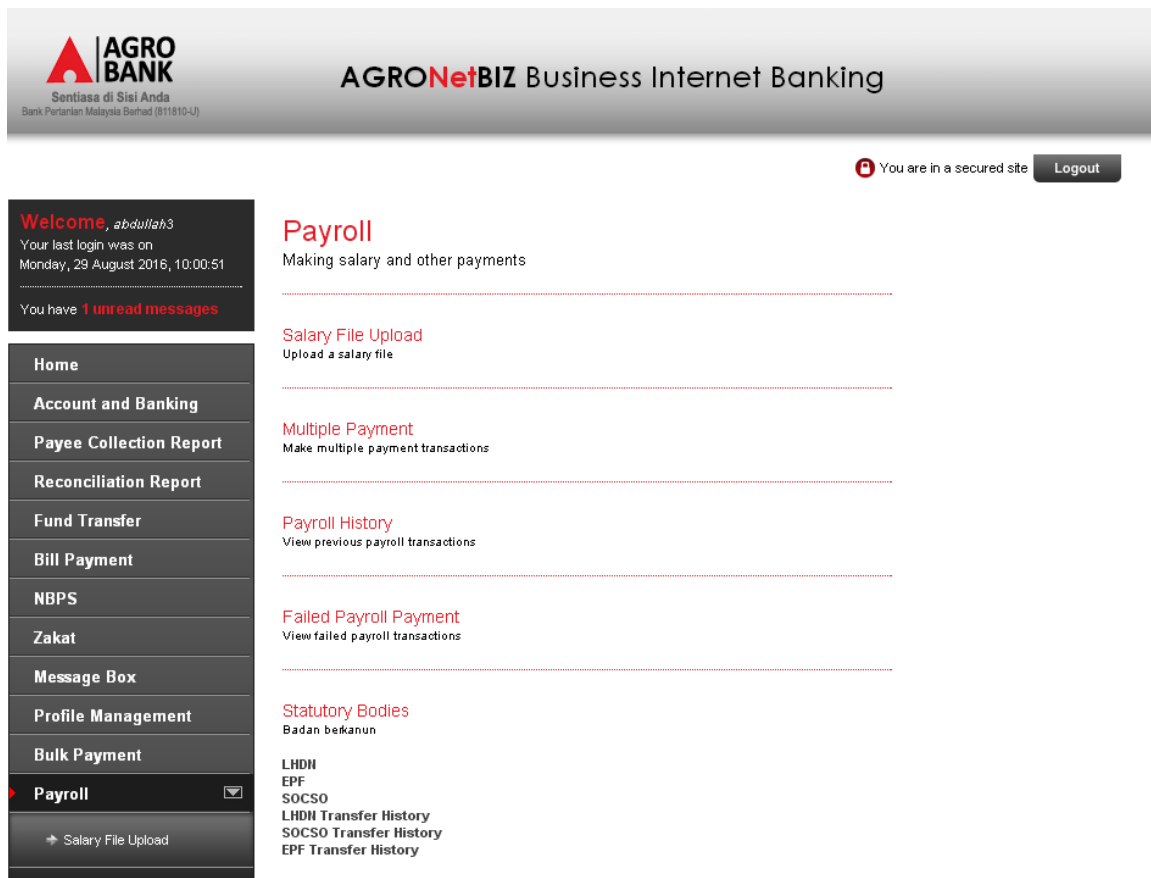
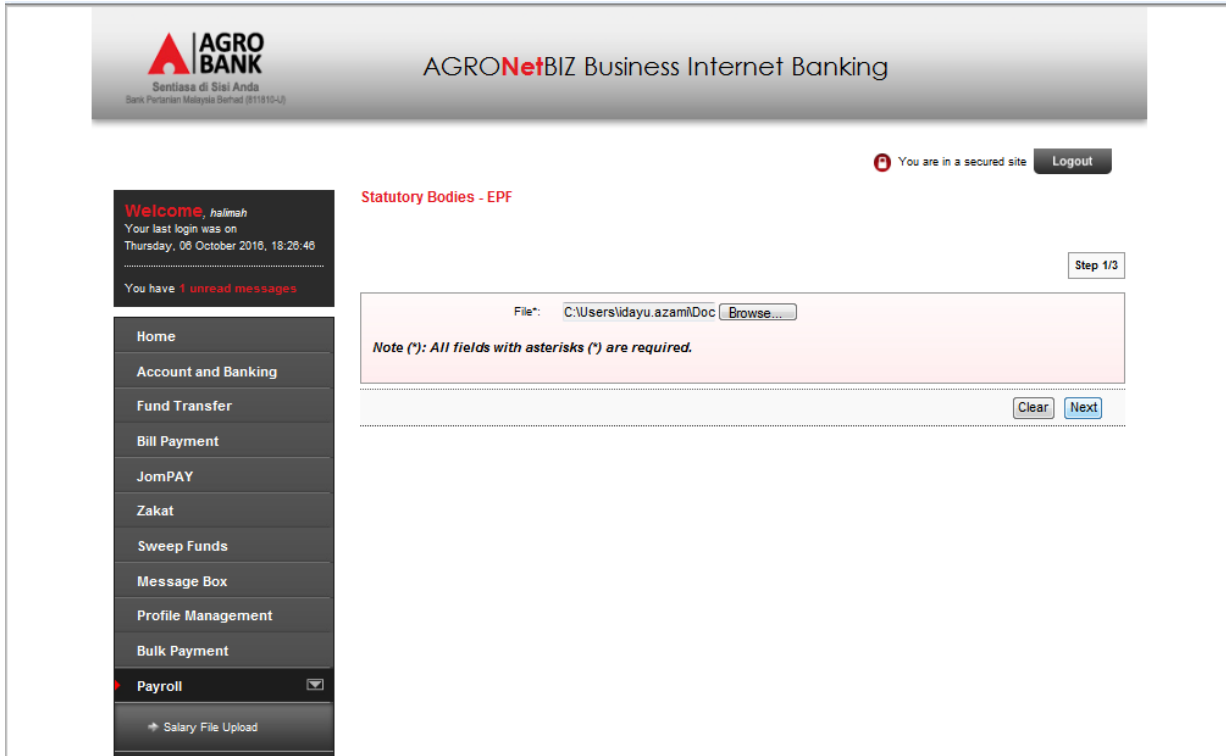


Figure 1: Payroll/Statutory Bodies Menu Screen

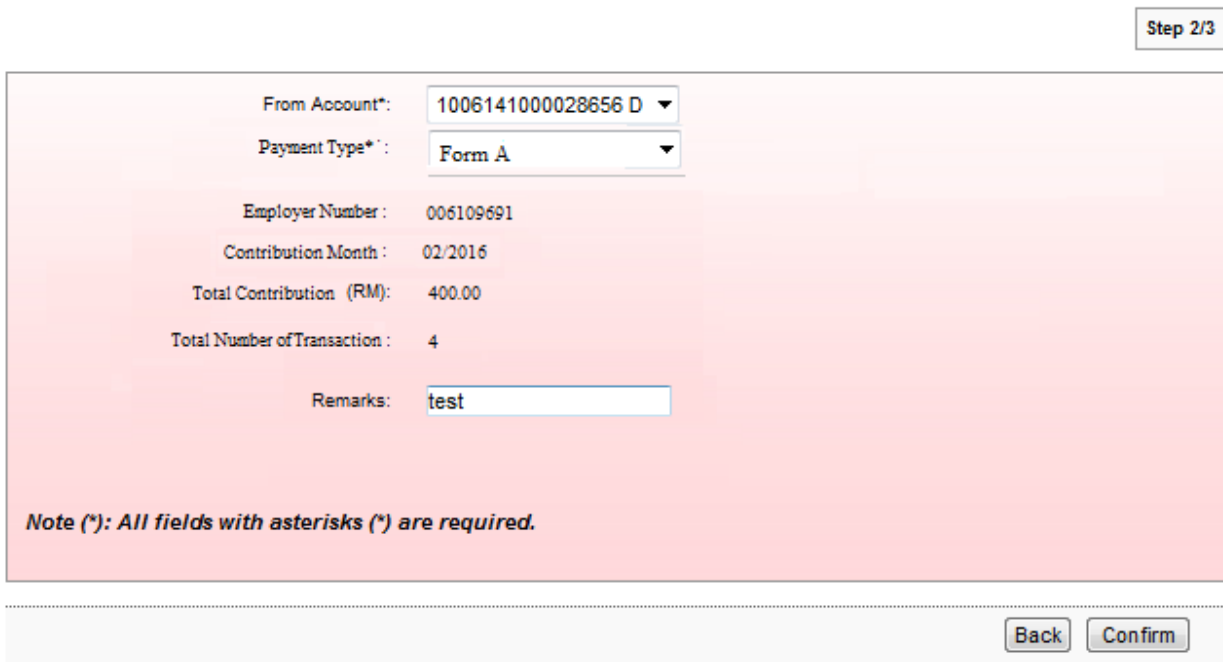
**SAMPLE for illustration - Initiator/Single User initiates File Upload for Open Statutory Bodies*



The screenshot shows the AGRONetBIZ Business Internet Banking interface. At the top left is the AGRO BANK logo with the tagline "Sentiasa di Sial Anda" and "Bank Persekutuan Malaysia Berhad (811913-0)". The main header reads "AGRONetBIZ Business Internet Banking". On the right, it says "You are in a secured site" with a "Logout" button. A left sidebar menu includes options like Home, Account and Banking, Fund Transfer, Bill Payment, JomPAY, Zakat, Sweep Funds, Message Box, Profile Management, Bulk Payment, Payroll (selected), and Salary File Upload. The main content area is titled "Statutory Bodies - EPF" and shows "Step 1/3". It features a file upload field with the path "C:\Users\idayu.azam\Doc" and a "Browse..." button. A note states: "Note (*): All fields with asterisks (*) are required." At the bottom right of the form area are "Clear" and "Next" buttons.

Figure 2: Statutory Bodies EPF – File Upload Step 1 Screen

Statutory Bodies - EPF



The screenshot shows the "Statutory Bodies File - File Upload Step 2 Confirmation (Initiator)" screen, labeled "Step 2/3". The form contains the following fields and values:

From Account*:	1006141000028656 D
Payment Type*:	Form A
Employer Number :	006109691
Contribution Month :	02/2016
Total Contribution (RM):	400.00
Total Number of Transaction :	4
Remarks:	test

A note at the bottom states: "Note (*): All fields with asterisks (*) are required." At the bottom right of the screen are "Back" and "Confirm" buttons.

Figure 1: Statutory Bodies File – File Upload Step 2 Confirmation (Initiator) Screen

Statutory Bodies - EPF

Step 2/3

From Account*:	1006141000028656 D
Payment Type*:	Form A
Employer Number:	006109691
Contribution Month:	02/2016
Total Contribution (RM):	400.00
Total Number of Transaction:	4
Remarks:	test

Note (): All fields with asterisks (*) are required.*

Enter Security Token PIN number:

[Back](#) [Confirm](#)

Figure 2: Statutory Bodies EPF – File Upload Step 2 Confirmation (Single User) Screen

Statutory Bodies - EPF

Step 3/3

From Account:	1006141000028656
Payment Type:	Form A
Form F Reference Number:	-
Employer Number:	006109691
Contribution Month:	02/2016
Total Contribution (RM):	400.00
Total Number of Transaction:	4
Remarks:	test

Status:	Pending Approval
Batch ID:	20160909000000000022
Reference No.:	0000008198
Transaction Date:	09/09/2016
Transaction Time:	09:35:42

[Print receipt](#) [Upload Another File](#)

Figure 3: Statutory Bodies EPF – File Upload Step 4 (Initiator) Result Screen

Title :

USER REQUIREMENT SPECIFICATION [URS]

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Statutory Bodies - EPF

Step 3/3

From Account:	1006141000028656
Payment Type :	Form A
Form F Reference Number :	-
Employer Number :	006109691
Contribution Month :	02/2016
Total Contribution (RM):	400.00
Total Number of Transaction :	4
Remarks:	test
Status:	Successful
Batch ID:	2016090900000000022
Reference No.:	000008198
Transaction Date:	09/09/2016
Transaction Time:	09:35:42

[Print receipt](#) [Upload Another File](#)

Figure 4: Statutory Bodies EPF – File Upload Step 3 Result (Single User) Result Screen

Title :

USER REQUIREMENT SPECIFICATION [URS]

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**Statutory Bodies - EPF Receipt**

Friday, 9 September 2016 09:35:50

This is an online Statutory Bodies - EPF receipt made by ROSLI AHMAD via AgroBank Online. The details of transfer are as follows:

From Account:*****8656
Payment Type : Form A
Form F Reference Number: -
Employer No: 006109691
Contribution Month : 02/2016
Total Contribution (RM) : **RM 140.00**
Total Number of Transaction : 4
Remarks: test
Status: Pending Approval
Batch ID: 20160909000000000022
Reference No.: 0000008198
Transaction Date: 09/09/2016
Transaction Time: 09:35:42

Disclaimer: This is a computer generated receipt. No signature is required.

Figure 3: Statutory Bodies EPF – File Upload (Initiator) – Receipt Screen

**Statutory Bodies - EPF Receipt**

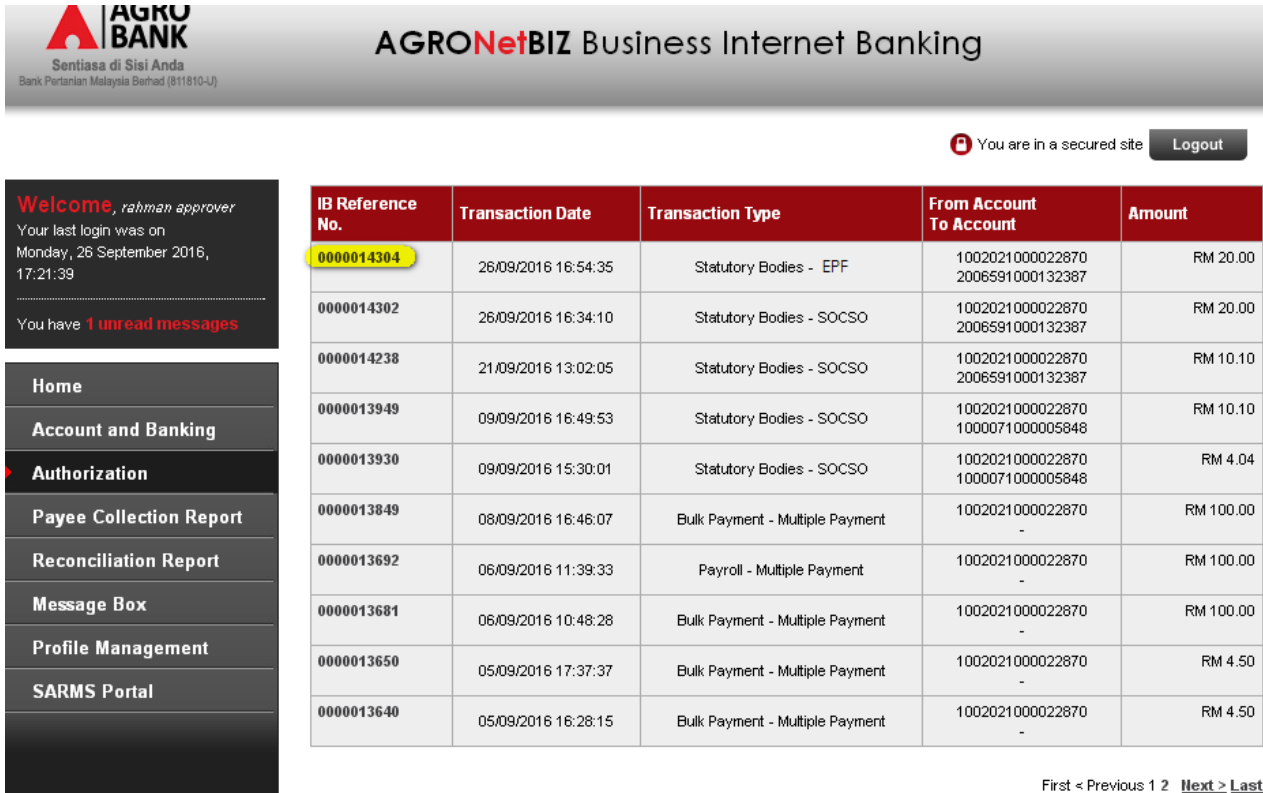
Friday, 9 September 2016 09:35:50

This is an online Statutory Bodies - EPF receipt made by ROSLI AHMAD via AgroBank Online. The details of transfer are as follows:

From Account:*****8656
Payment Type : Form A
Form F Reference Number: -
Employer No: 006109691
Contribution Month : 02/2016
Total Contribution (RM) :**RM 140.00**
Total Number of Transaction : 4
Remarks: test
Status: Successful
Batch ID: 20160909000000000022
Reference No.: 0000008198
Transaction Date: 09/09/2016
Transaction Time: 09:35:42

Disclaimer: This is a computer generated receipt. No signature is required.

Figure 4: Statutory Bodies EPF – File Upload (Single User) – Receipt Screen



AGRONetBIZ Business Internet Banking

Sentiasa di Sisi Anda
Bank Pertanian Malaysia Berhad (811810-U)

You are in a secured site [Logout](#)

Welcome, *rahman approver*
Your last login was on
Monday, 26 September 2016,
17:21:39

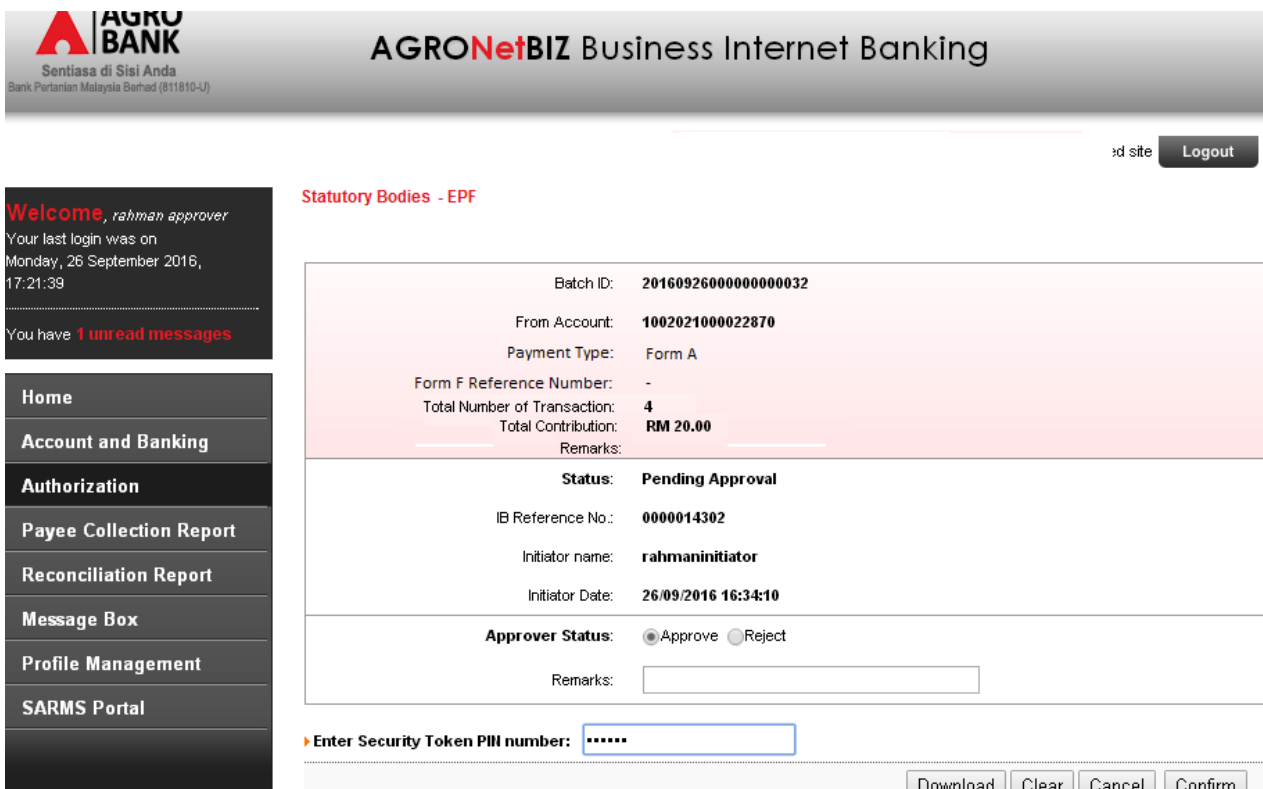
You have **1 unread messages**

- Home
- Account and Banking
- Authorization**
- Payee Collection Report
- Reconciliation Report
- Message Box
- Profile Management
- SARMS Portal

IB Reference No.	Transaction Date	Transaction Type	From Account To Account	Amount
0000014304	26/09/2016 16:54:35	Statutory Bodies - EPF	1002021000022870 2006591000132387	RM 20.00
0000014302	26/09/2016 16:34:10	Statutory Bodies - SOCSO	1002021000022870 2006591000132387	RM 20.00
0000014238	21/09/2016 13:02:05	Statutory Bodies - SOCSO	1002021000022870 2006591000132387	RM 10.10
0000013949	09/09/2016 16:49:53	Statutory Bodies - SOCSO	1002021000022870 1000071000005848	RM 10.10
0000013930	09/09/2016 15:30:01	Statutory Bodies - SOCSO	1002021000022870 1000071000005848	RM 4.04
0000013849	08/09/2016 16:46:07	Bulk Payment - Multiple Payment	1002021000022870 -	RM 100.00
0000013692	06/09/2016 11:39:33	Payroll - Multiple Payment	1002021000022870 -	RM 100.00
0000013681	06/09/2016 10:48:28	Bulk Payment - Multiple Payment	1002021000022870 -	RM 100.00
0000013650	05/09/2016 17:37:37	Bulk Payment - Multiple Payment	1002021000022870 -	RM 4.50
0000013640	05/09/2016 16:28:15	Bulk Payment - Multiple Payment	1002021000022870 -	RM 4.50

First < Previous 1 2 [Next](#) > Last

Figure 9: Authorization Transaction List Screen



AGRONetBIZ Business Internet Banking

Sentiasa di Sisi Anda
Bank Pertanian Malaysia Berhad (811810-U)

id site [Logout](#)

Welcome, *rahman approver*
Your last login was on
Monday, 26 September 2016,
17:21:39

You have **1 unread messages**

- Home
- Account and Banking
- Authorization**
- Payee Collection Report
- Reconciliation Report
- Message Box
- Profile Management
- SARMS Portal

Statutory Bodies - EPF

Batch ID: **2016092600000000032**

From Account: **1002021000022870**

Payment Type: Form A

Form F Reference Number: -

Total Number of Transaction: **4**

Total Contribution: **RM 20.00**

Remarks:

Status: Pending Approval

IB Reference No.: **0000014302**

Initiator name: **rahmaninitiator**

Initiator Date: **26/09/2016 16:34:10**

Approver Status: Approve Reject

Remarks:

Enter Security Token PIN number:

[Download](#) [Clear](#) [Cancel](#) [Confirm](#)

Figure 10: Statutory Body Payment Authorization Confirm Screen

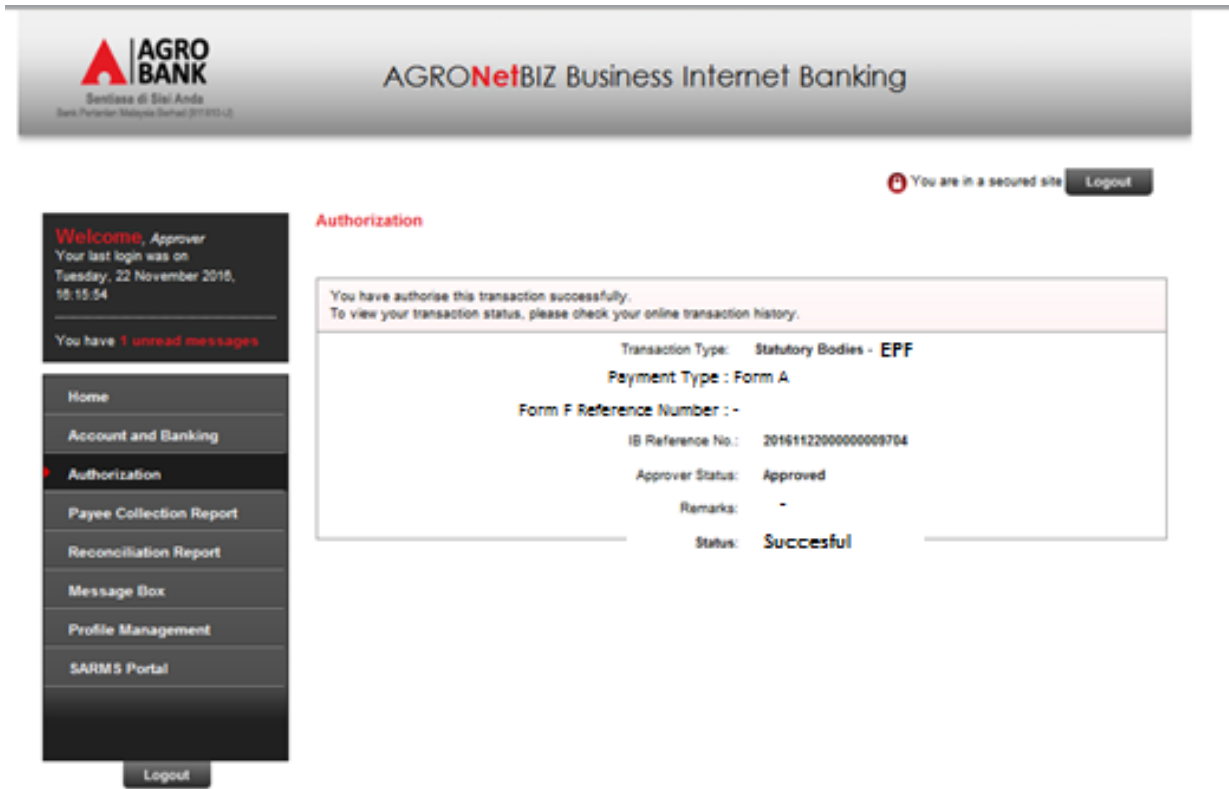


Figure 11: Statutory Body Payment Authorization Result Screen

Statutory Bodies History - EPF

Batch ID	Upload Date	Payment Type	Total Number of Transaction	Total Contribution	Status	
20161123000000000042	23/11/2016	Form A	4	RM 351.70	Unsuccessful	Download
20161123000000000041	23/11/2016	Late Charges	4	RM 41.70	Expired	Download
20161123000000000040	23/11/2016	Form F	4	RM 51.70	Pending	Download
20161123000000000039	23/11/2016	Dividend	4	RM 231.70	Successful	Download
20161123000000000038	23/11/2016	Others	4	RM 51.70	Rejected	Download

Figure 12: Statutory Bodies – EPF Transfer History Screen

Title :

USER REQUIREMENT SPECIFICATION [URS]

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15.0 FORM AND VOUCHERS

Not applicable.

16.0 FUTURE REQUIREMENT

All related setting should be parameterized for future changes.