# SCOPE OF WORK

|  |  |
| --- | --- |
| **CR No:** |  |
| **CR Title:** | **SOCSO - Employment Insurance System (EIS)** |

| System | Modules | | Features | Description | CF / DB | Effort (Days) |
| --- | --- | --- | --- | --- | --- | --- |
| SOCSO - Employment Insurance System (EIS) | | | | | | |
| Statutory Cron | **SOCSO - EIS** | | * New Report | * Payment File: EIPR01 * EMPLOYEE CONTRIBUTION FILE: EIPE01 | DEV | 5 |
|  |  | | * New Folder | * File to be generated in different path | DEV |
| BIB | * **Payroll > Statutory** | | * Rename Navigation Name | * Rename “SOCSO” to “SOCSO Normal Contribution” | CF |  |
| * File Upload (SOCSO-EIS) | * New navigation “SOCSO – Employment Insurance System” * New module to follow SOCSO flow with below changes:   + New file format   + Separate Collection Account   + Commission and GST to follow current SOCSO flow   + New report for SOCSO-EIS * To proposed new file format for EIS Payment and Employee Contribution File | DEV | 6 |
| * Statutory History (SOCSO-EIS) | * To have below details * Batch ID * Upload Date * Total Number of Records * Total Contribution Amount * Status | DEV |
| IBAM | **BIB Report > Reports** | * To add new report for download | | * Add SOSCO – EIS report | DEV | 1 |
|  | **BIB Transaction Enquiry** | * To add SOCSO – EIS transaction | | * Add SOCSO – EIS transaction * Add details of uploaded file | DEV |
| Report Cron |  | * Add new report | | * Add SOSCO – EIS Daily report * Add SOSCO – EIS Monthly report | DEV | 1 |
| Database | **New Table** | * New Table | | * SOCSO\_EIS\_RECORD * SOCSO\_EIS\_DETAILS | DEV | 1 |
| Demo |  | * Add SOSCO – EIS | | * Add SOSCO – EIS | DEV | 1 |

# Assumption / Clarification:

1. EBD to provide new Collection Account for EIS to be setup in IBAM > Payee
2. Penril to propose new upload file format for EIS
3. To generate new reports in the current SOCSO folder?

Mandays:

|  |  |
| --- | --- |
| **Items** | **Days** |
| Documentation | 1 |
| DEV | 15 |
| SIT | 5 |
| UAT | 5 |
| Migration Preparation | 1 |
| **Total** |  |

# PAYMENT FILE (FILE 1)

## Filename:

YYYYMMDD\_<bank shortname>\_<payment channel>\_EIPR01.txt

Eg 20180318\_AGRO\_IB\_EIPR01.txt

## Frequency = daily (T+1)

Cut off time = before 8.00am

## Header

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Format of Header S.No** | **Field name** | **Len** | **Pos** | **Type** | **Mandatory** | **Remarks** |
| 1. | Record type | 1 | 1-1 | text | Yes | = ‘H’- header |
| 2. | Batch number | 10 | 2-11 | number | Yes | DDMMYYYYSS where SS = serial number  (ie : 01-Pertama, 02 -Kedua) |
| 3. | Bank code | 10 | 12-21 | alphanumeric | Yes | Bank Code (Please refer senarai kod bank) |
| 4. | Transfer Date | 8 | 22-29 | date | Yes | DDMMYYYY (Transfer Date from Bank to PERKESO) This is also the transaction date. |
| 5. | Total amount | 14 | 30-43 | number | Yes | Total amount of all transactions : (ie. in cents, no decimal point) |
| 6. | Total employee | 7 | 44-50 | number | Yes | Total of employee record |
| 7. | Total employer | 5 | 51-55 | number | Yes | Total of employer record |
| 8. | Total transaction | 5 | 56-60 | number | Yes | Total of transaction |
| TOTAL | 60 | | | | | |

## Details

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Format of Detail S.No** | **Field name** | **Len** | **Pos** | **Type** | **Mandatory** | **Remarks** |
| 1. | Record\_type | 1 | 1 | text | Yes | = ‘D’- details |
| 2. | Batch number | 10 | 2-11 | number | Yes | DDMMYYYYSS where SS = serial number  (ie : 01-Pertama, 02-Kedua) |
| 3. | Drawer bank code | 8 | 12-19 | alphanumeric | Yes | Follow Bank Negara Bank Code.  Mandatory for cheque  Please refer to Appendix 1 |
| 4. | Payment Reference Number | 10 | 20-29 | alphanumeric | Yes | Cheque no, Other ref no  Mandatory for cheque, postal order or money order payment |
| 5. | Amount | 14 | 30-43 | number | Yes | Ringgit amount (ie. in cents, no decimal point) |
| 6. | Transaction\_date | 8 | 44-51 | number | Yes | Transaction date (in format DDMMYYYY) |
| 7. | EIS Contribution Received (ECR) / IB reference number | 20 | 52-71 | text | Yes | * ECR reference number (OTC Bank) * OTC bank to validate against daily file send by PERKESO * IB Reference No - Internet Banking |
| 8. | Payment \_mode | 2 | 72-73 | number | Yes | Follow Bank Negara Bank Code  01 - Cash payment  02 - House Cheque payment  03 - Local Cheque payment  04 - Misc Credit  05 - Local Cheque Purchase  06 - OC Cheque Purchase  07 - OC Cheque payment  08 - Internet Banking (All Bank)  09 - Cheque Deposit Machine (CDM) payment  10 - Credit Card Payment  11 - ATM payment  12 - Cash Deposit Machine payment  13 - Phone Banking  14 - Financial Process Exchange (collection model)  15 – Postal Order/Money Order  16 - Late Local Cheque payment  17 – Direct Debit (perkeso portal)  18 - Debit advice (Misc Dr) payment  19 - Speed transfer (amount transfer to Perkeso a/c)  20 - House Cheque Returned  21 - Local Cheque Returned  22 - OC Cheque Returned  23 - CDM Cheque Returned |
| 9. | Payment type | 3 | 74-76 | number | Yes | 001 – EIS Contribution |
| 10. | Bank\_branch code | 6 | 77-82 | text | Yes | Refer list of Bank Code (branch) for IB – Bank Product Name |
| 11. | Employer Code | 12 | 83-94 | Alphanumeric | Yes | PERKESO Employer Code (12 digit) |
| 12. | Name of Employer | 100 | 95-194 | text | Yes | Employer Name |
| 13. | Employee Count | 5 | 195- 199 | number | Yes | Total employee |
| 14. | Month Contribution | 6 | 200-205 | number | Yes | * OTC Bank– default to current month (MMYYYY) * IB - Contribution Month (mmyyyy). Month due cannot be advances date ex: month due cannot be advanced date ex:month due for Jan 2011 payment date < Mac 2011 |
| 15. | Myco ID | 20 | 206-225 | text | No | ROB, ROC |
| TOTAL | 225 | | | | | |

# EMPLOYEE CONTRIBUTION FILE (FILE 2)

## Filename:

YYYYMMDD\_<bank shortname>\_<payment channel>\_EIPE01.txt

Eg 20180318\_AGRO\_IB\_EIPE01.txt

## Frequency = daily (T+1)

Cut off time = before 8.00am

## Header

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Format of Header S.No** | **Field name** | **Len** | **Pos** | **Type** | **Mandatory** | **Remarks** |
| 1. | Record type | 1 | 1-1 | text | Yes | = ‘H’- header |
| 2. | Batch number | 10 | 2-11 | number | Yes | DDMMYYYYSS where SS = serial number  (ie : 01-Pertama, 02 -Kedua) |
| 3. | Bank code | 10 | 12-21 | alphanumeric | Yes | Bank Code – Refer to senarai kod bank) |
| 4. | Transfer Date | 8 | 22-29 | number | Yes | DDMMYYYY (Transfer Date from Bank to PERKESO) |
| 5. | Total amount | 14 | 30-43 | number | Yes | Total amount of all transactions : debit and credit (ie. in cents, no decimal point) |
| 6. | Total employee | 7 | 44-50 | number | Yes | Total of employee record |
| 7. | Total employer | 5 | 51-55 | number | Yes | Total employer |
| TOTAL | 55 | | | | | |

## Details

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Detail S.No** | **Field name** | **Len** | **Pos** | **Type** | **Mandatory** | **Remarks** |
| 1. | IB reference number | 20 | 1-20 | text | Yes | IB Reference No - Internet Banking |
| 2. | Employer code | 12 | 21-32 | Alphanumeric | Yes | PERKESO Employer Code (12 digit) |
| 3. | Myco ID | 20 | 33-52 | text | No | ROB, ROC |
| 4. | Employee ID Number | 12 | 53-64 | Alphanumeric | Yes | New IC, Old IC |
| 5. | Employee Name | 150 | 65-214 | text | Yes | Name of employee as per employer submitted |
| 6. | Month Contribution | 6 | 215-220 | number | Yes | Contribution Month (mmyyyy). Month due cannot be advances date ex: month due cannot be advanced date ex:month due for Jan 2011 payment date < Mac 2011 |
| 7. | Contribution Amount | 14 | 221-234 | number | Yes | Ringgit amount (ie. in cents, no decimal point) |
| 8. | Employment Date | 8 | 235-242 | number | No | Employment start or end date (DDMMYYYY) |
| 9. | Employment Status | 1 | 243 | text | No | Status of the employee:  B (Pekerja Baru), H (Berhenti), M (Meninggal Dunia), S (Cuti Sakit dalam tempoh menerima faedah Perkeso) dan T( Pekerja yang mengambil cuti tanpa gaji sebulan bagi bulan carum)  For active current employee, the status is Blank' |
| TOTAL | 243 | | | | | | |