# 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  |