



HR2000 E-Mail PCB2

***Deliver PCB2
(slip jawapan)
via E-Mail within
minutes...***

What is e-Mail PCB2 ?

Email PCB2 are **encrypted PDF** PCB2 documents sent via e-mail to employees. Included option to attach e-mail file attachments such as PDF documents, Ms Words, Ms Excel, etc.

Benefits

- Deliver yearly employee PCB 2 Forms fast & on-time
- Save paper & printing costs
- Employees can view PCB 2 Form anytime, anywhere...



How it Works ?

- Enter employee e-mail account into EMPLOYEE MASTER.
- From E-MAIL PCB 2 module, enter e-mail subject line & setup SMTP e-mail detail. You may attach additional documents such as PDF files, Ms Words or Ms Excel documents.
- Click SEND E-MAIL button !

HR 2000 SDN BHD

9A Jalan USJ 10/1C, Subang Jaya 47620, Selangor Darul Ehsan, Malaysia.
Tel: 03-5632-9094 (Hunting) | Fax: 03-5631-9736 | Email: sales@hr2000.com.my | Web: www.hr2000.com.my



FREQUENTLY ASKED QUESTIONS (FAQ)

Q) How do we setup e-mail PCB2 in QUICK PAY ?

First, enter employee e-mail accounts into EMPLOYEE MASTER records. Then, goto E-MAIL PCB 2 module, and configure your SMTP e-mail server setting and other preferences. Finally, click SEND button to view and send e-mail PCB 2 forms to your employees.

Q) Can we send e-mail to HotMail.com, Yahoo.com, Gmail.com, etc ?

YES ! You may send email to your own corporate e-mail servers, and also other popular public e-mail hosts such as Yahoo.com, Gmail.com and HotMail.com.

Q) Can we attach & e-mail documents such PDF, Ms Words, and Ms Excel ?

YES !

Q) Can we attach company logo into E-Mail ?

NO. PCB2 is fixed according to LHDN format.

Q) Can we request a "receipt" for all e-mail sent ?

YES ! You need to enable option "Request Read Receipts".

Q) Can we keep a CC and BCC copy of all e-mail sent ?

YES ! You need to specify an e-mail account into "CC E-Mail" or "BCC E-Mail" fields.

Q) Can we choose language either in ENGLISH or BAHASA ?

YES !

Q) Is the email encrypted for security purposes?

Yes, user can choose to encrypt with password using IC number, Hire Date, EPF number, Tax number, or birth date. Encrypted file is stored as PDF password protected attachment.

Q) What type of PDF encryption used?

PDF is encrypted using Acrobat 5.X version (encryption 128bit RC4).

Q) Do we need to pay annual maintenance fee for this Module ?

NO ! Annual maintenance fee are NOT required.



Management Reports



PENYATA BAYARAN CUKAI OLEH MAJIKAN**PCB 2(II)-Pin. 2012**

Kepada:

Tarikh: 13/03/2017

Ketua Pegawai Eksekutif/Ketua Pengarah Hasil Dalam Negeri

Lembaga Hasil Dalam Negeri Malaysia

Cawangan

Tuan,

Potongan Cukai Yang Dibuat Dalam Tahun

2016

Nama Pekerja

JENNIFER WHITE

No. Kad Pengenalan/No. Passport

661110-10-5088

M123456789

No. Cukai Pendapatan Pekerja

SG 2178656-09

No. Pekerja

001

No. Majikan (E)

294422330

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	66.65	0.00	B00001		25/01/2000	
Februari	62.65	0.00	B00002		25/02/2000	
Mac	553.50	0.00	B00003		25/03/2000	
April	801.85	0.00	B00004		25/04/2000	
Mei	45.35	0.00	B00005		25/05/2000	
Jun	45.35	0.00	B00006		25/06/2000	
Julai	45.30	0.00	B00007		25/07/2000	
Ogos	45.30	0.00	B00008		25/08/2000	
September	45.30	0.00	B00009		25/09/2000	
Oktober	45.25	0.00	B00010		25/10/2000	
November	62.55	0.00	B00011		25/11/2000	
Disember	276.95	55.00	B00012		25/12/2000	
Jumlah	2,096.00	55.00				

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

Ms Cheng Lee Lee

Jawatan

Accounts Manager

No. Telefon

03-56329094

Nama Dan Alamat Majikan

DEMONSTRATION COMPANY

8 Jalan USJ 10/1M

UEP Subang Jaya

Selangor Poskod 47620

STATEMENT OF PAYMENT BY EMPLOYER**PCB 2(II)-Pin. 2012**

To:

Date: 13/03/2017

Chief Executive Officer/Director General Inland Revenue

Inland Revenue Board Of Malaysia

Branch

Sir,

Tax Deduction Made During The Year

2016

Name Of Employee

JENNIFER WHITE

New Identity Card No./Passport No.

661110-10-5088 M123456789

Employee Income Tax No.

SG 2178656-09

Staff No.

001

Employer's No. (E)

294422330

The above matter is hereby referred.

2. Deductions that have been made to the above employee in the current year are as followed:

Month	Amount (RM)		Receipt No./Bank Slip No./ Transaction No.		Receipt Date/Transaction Date	
	MTD	CP38	MTD	CP38	MTD	CP38
January	66.65	0.00	B00001		25/01/2000	
February	62.65	0.00	B00002		25/02/2000	
March	553.50	0.00	B00003		25/03/2000	
April	801.85	0.00	B00004		25/04/2000	
May	45.35	0.00	B00005		25/05/2000	
June	45.35	0.00	B00006		25/06/2000	
July	45.30	0.00	B00007		25/07/2000	
August	45.30	0.00	B00008		25/08/2000	
September	45.30	0.00	B00009		25/09/2000	
October	45.25	0.00	B00010		25/10/2000	
November	62.55	0.00	B00011		25/11/2000	
December	276.95	55.00	B00012		25/12/2000	
Total	2,096.00	55.00				

3. Deductions that have been made to the above employee for the preceeding year income in the current year are as followed:

Type Of Income	Month	Year	MTD Amount (RM)	Receipt No./ Bank Slip No./ Transaction No.	Receipt Date/ Transaction Date

Thank you.

Name Of Officer

Ms Cheng Lee Lee

Designation

Accounts Manager

Telephone No.

03-56329094

Name And Address Of Employer

DEMONSTRATION COMPANY8 Jalan USJ 10/1MUEP Subang JayaSelangor Poskod 47620