



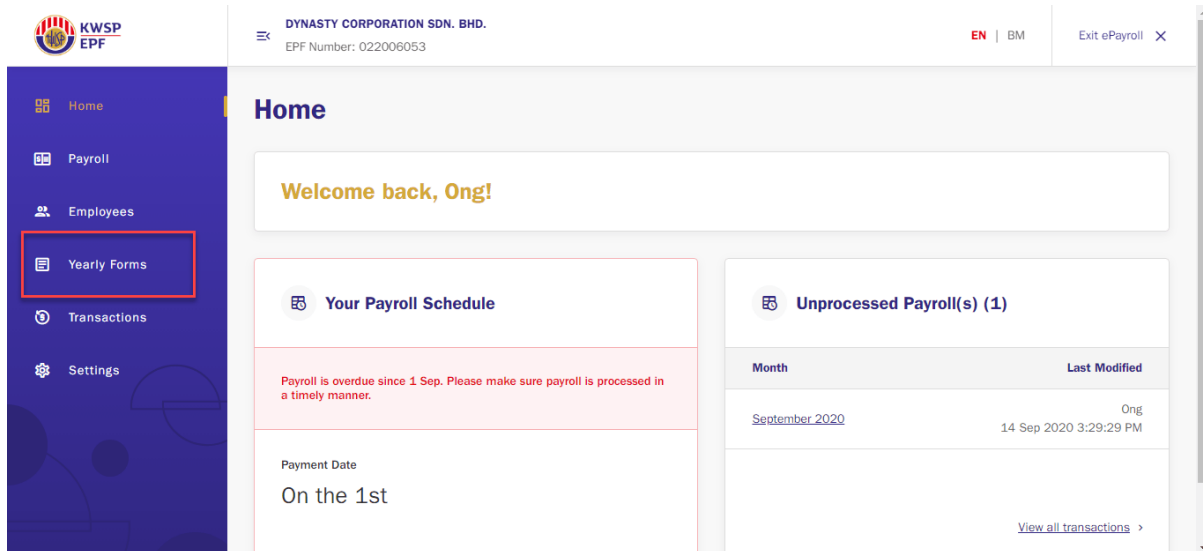
## Table of Contents

<b>5.0 Downloading Yearly Forms .....</b>	<b>2</b>
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## 5.0 Downloading Yearly Forms

For employer to download yearly form for e-Filing or Inland Revenue Board Malaysia (IRBM) purposes. Note that yearly forms are generated based on previous year's payroll details.

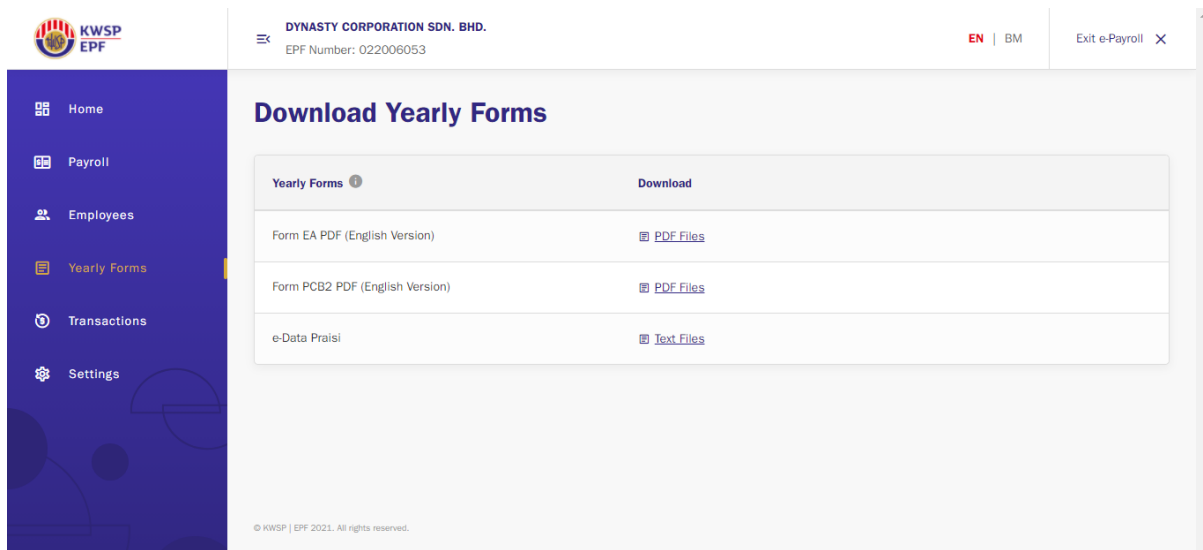
Step 1: Click 'Yearly Forms' at side menu.



The screenshot shows the e-Payroll Home page for Dynasty Corporation Sdn. Bhd. The left sidebar menu has 'Yearly Forms' highlighted with a red box. The main content area displays a welcome message, a payroll schedule warning, and a table of unprocessed payroll entries.

Month	Last Modified
<a href="#">September 2020</a>	Ong 14 Sep 2020 3:29:29 PM

Step 2: e-Payroll redirects to Yearly Forms page.



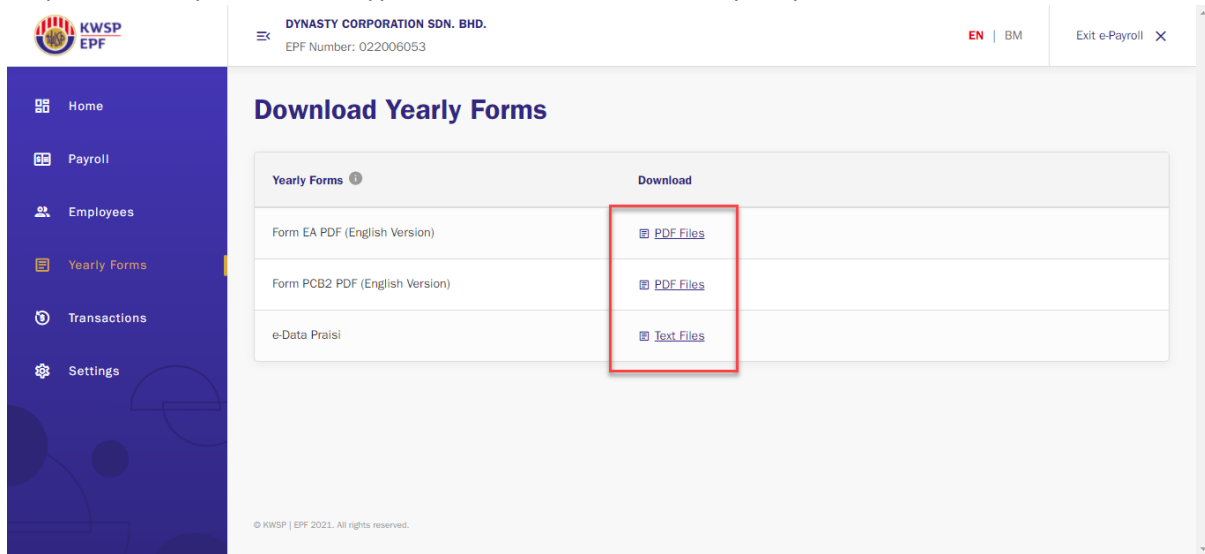
The screenshot shows the 'Download Yearly Forms' page. It features a table with download links for various forms.

Yearly Forms	Download
Form EA PDF (English Version)	<a href="#">PDF Files</a>
Form PCB2 PDF (English Version)	<a href="#">PDF Files</a>
e-Data Praisi	<a href="#">Text Files</a>

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## e-Payroll User Guide

Step 3: Click respective file's hyperlink to download selected yearly forms.

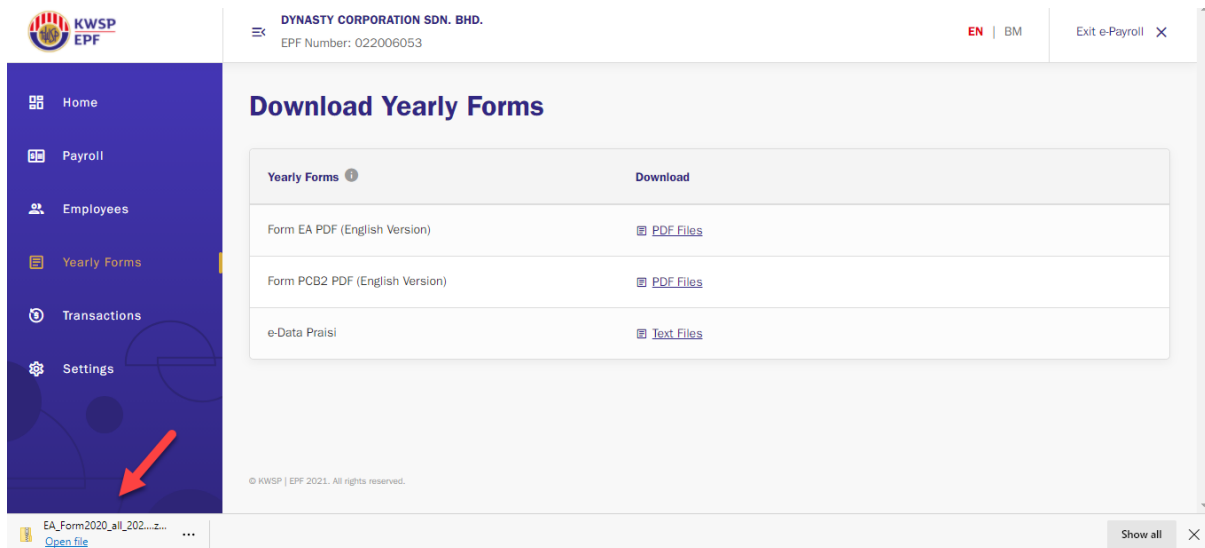


The screenshot shows the user interface for Dynasty Corporation Sdn. Bhd. with EPF Number 022006053. The left sidebar contains navigation options: Home, Payroll, Employees, Yearly Forms (highlighted), Transactions, and Settings. The main content area is titled 'Download Yearly Forms' and features a table with the following data:

Yearly Forms	Download
Form EA PDF (English Version)	<a href="#">PDF Files</a>
Form PCB2 PDF (English Version)	<a href="#">PDF Files</a>
e-Data Praisi	<a href="#">Text Files</a>

A red rectangular box highlights the download links for the first three rows. The footer of the page contains the text: © KWSP | EPF 2021. All rights reserved.

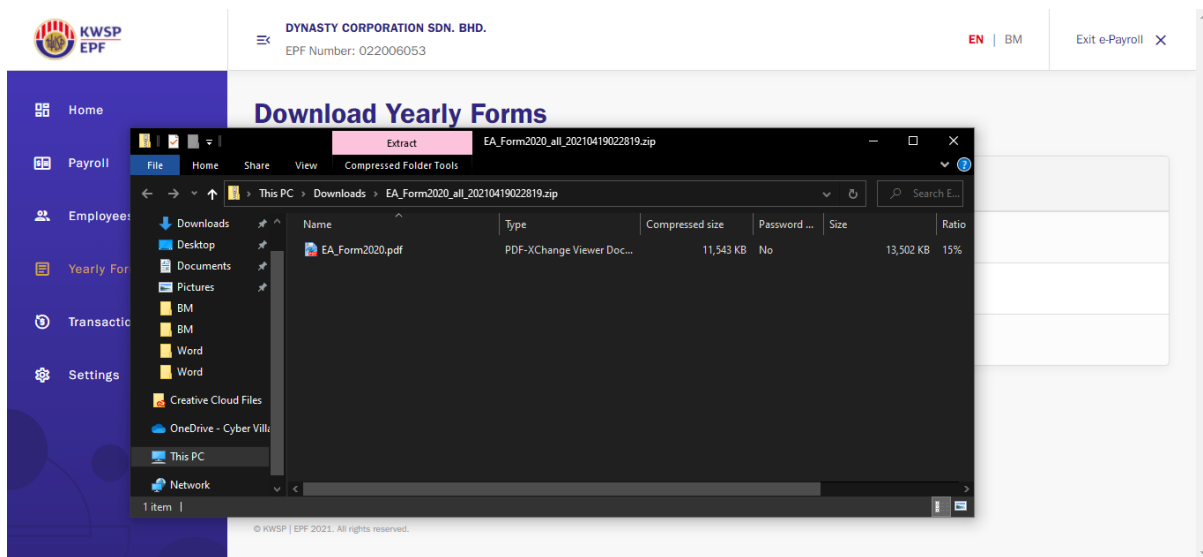
Step 4: File will be downloaded in zipped format.



This screenshot is identical to the previous one, showing the 'Download Yearly Forms' page. A red arrow points to the download links in the table. Below the screenshot, a file explorer window is visible, showing a file named 'EA\_Form2020\_all\_202...zipped' with an 'Open file' link. The file explorer also has a 'Show all' button and a close 'X' icon.

Step 5: Unzip folder and open.

Step 6: Yearly forms for employees can be found.



***(Disclaimer: This User Guide is subject to change from time to time)***