PAYMENTS FOR EPF, SOCSO, EIS & LHDN VIA M2U BIZ

- Maker and Checker must ensure their debiting account is active to make registration or payments to statutory body via Maybank2u Biz.
- Maker and Checker must fill up all information and ensure information are in order and correct to avoid any payment disruption.
- Step by Step for Payments for EPF, LHDN, SOCSO, EIS via Manual Entry and File Upload as below.

MAKER SCREEN (SUBMIT FOR PAYMENTS)

Step 1: Maker login to Maybank2u Biz https://www.maybank2u.com.my/mbb/m2u/common/M2ULogin.do?action=Login

Step 2: Select Statutory Payments from the Quick Link dropdown menu and click "Go" to proceed with payments.



Step 3: Upon successful registration, Maker can choose to submit payments using "Manual Entry Payments" or "File Upload Payments".

Step 3A: If Payments are via Manual Entry Payments;

Step 3A (i): Click 'Add Employee Records' to add more employee information (if any)

mayhaa	2	~~~			Click	here to search	h Log out 🗄
Monday,	14 Septem	ber 2020 10:04:24	4			You are	now in a secured site
Home	Accour	nts & Banking	Investment	Loans	Apply Online	e	Bulk Payment
Bulk Payment		Statutory Pay	ments				
Bulk Payment by Entries & File Upl	bad	Manual En Payments	try	File Upload Payments	Repo	rting	
Bill Payments & Transfers					View D	ownload Repo	rt
Statutory Payme	nts	Add Employee	e Records	File Upload/Downloa	d View S	ubmission Stat	tus
		Edit/Delete En Records	nployee				
		Submit For Or Employer Reg	ne-time istration				
		Cubmit For De					

Step 3A (ii): Maker to key in employee information and click "Save".

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Monday,	14 September	r 2020 10:07:50			Y	ou are now in a se	cured site
Home	Accounts	& Banking	Investment	Loans	Apply Online	Bulk Pa	ayment
Bulk Payment	A	Add Employee	Records				
Bulk Payment by Entries & File Uple	oad	Notes:					
Bill Payments &		1. For SOCSO	& EIS, employee	reference no. is th	e employee's IC or passpor	t number.	
Statutory Payme	nts	2. Please ensu	ire that you have e	ntered the employ	ver's statutory body referenc	e number as stated	d in your statement.
		3. Please mak	e one-off registratio	on for SOCSO/EIS	S/LHDN to proceed for the p	ayments.	
		4. Registration	approved by chec	ker will be proces	sed by statutory body in 3 w	orking days.	
		5. Payment ap	proved by checker	before 6:00p.m.	will be processed by statutor	ry body by 4:00p.m	. the next working day.
		6. Payment ap	proved by checker	aπer 6p.m. will b	e processed by statutory boo	ay by 4:00p.m. in 2	working days.
		Employee Nam	9:	(]	
		ID.Number:		(Please select 🗸		Select All
		Employees Prov	vident Fund (EPF):			_	
		Employee Ref N	lo	[
		Employer Amou	nt	(.00	
		Employee Amou	unt	(.00	
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		Employee Ref N	10	l			
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		Employee Amou	unt	. [J	
		Employee Insur	ance Scheme (EIS	i):		7	
			10	l			
				l		J	
			int Dalam Namai (LLV		_	J	
		Employee Ref N	Jo	лч). Г	U		
		Employee CP3	Amount				
		Employee DCB	Amount	l			
		Clear	, and drit	l			
							Save View Saved

Step 3A (iii): Go to "Statutory Payments" menu and click "Submit for Payments" to review saved employee information for payments.

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Monday,	14 Septemb	er 2020 10:04:24	1				You are now in a secured site
Home	Accoun	ts & Banking	Investment	Loans	Appl	ly Online	Bulk Payment
Bulk Payment		Statutory Pay	ments				
Bulk Payment by Entries & File Uplo	bad	Manual En Payments	try	File Upload		Reporting	
Bill Payments & Transfers		raymenta		raymenta		View Downloa	ad Report
Statutory Payme	nts	Add Employee	Records	File Upload/Downloa	ad	View Submiss	sion Status
		Edit/Delete En Records	nployee				
		Submit For Or Employer Reg	ne-time istration				
		Submit For Pa	yments				

Step 3A (iv): Maker to select "From Account" and key in "Payment Month".

Note: For EPF, to select +1 from the payment month e.g submission for 01/2020 must key in 02/2020. Otherwise file will be rejected EPF. For SOCSO, do not submit for future payment. Customer have to key in the correct month.

Home	Accourt	nts & Ran	king Investment	Loans	Apply Opline	Darill	Payment
Home	Account	nio or ban	any any sumain	Loons	Apply Oning	Dua	() ayinsin
Bulk Payment		Submit	For Payments			_	
Entries & File Uploa	ad	From Ac	count.		PCA 🔻		
Bill Payments & Transfers		Paymer	t Month(MM/YYYY):	03/2020			
Statutory Paym	ents		Filter by Statutory Bo	dy: EPF SOCSO EIS LHDN			

		Notes 1.Pleas Select All	se enter amount witho Employee Name	ut decimal poir Employee Ref No	nt for EPF Payments Employee Amount/Employee PCB	Employer Amount/Employ CP38	er
		Notes 1.Pleas Select All 2	se enter amount witho Employee Name test 1	ut decimal poir Employee Ref No SOCSO	tt for EPF Payments Employee Amount/Employee PCB	Employer Amount/Employ CP38 15.00	er Deiete
		Notes 1.Pleas Select All	se enter amount witho Employee Name test 1 amran bin abu	ut decimal poir Employee Ref No SOCSO SOCSO	t for EPF Payments Employee Amount/Employee PCB 10.00 670.99	Employer Amount/Employ CP38 15.00 50.00	er Delete Delete
		Notes 1.Pleas Select All 2 2 2 2 2 2 2 2 2 2 2 2 2	se enter amount witho Employee Name test 1 amran bin abu Amar bin Abu	ut decimal poir Employee Ref No SOCSO SOCSO SOCSO	t for EPF Payments Employee Amount/Employee 10.00 670.99 1213.00	Employer Anount/Employ CP38 15.00 50.00 123.00	er Delete Delete Delete
		Notes 1.Pleas Select All C C C C C C C C C C C C C	se enter amount witho Employee Name test 1 amran bin abu Amar bin Abu Amar bin Abu maisarah binti amran	Employee Ref No SOCSO SOCSO SOCSO SOCSO	tor EPF Payments Employee Amount/Employee PCB 10.00 670.99 1213.00 98000.65	Employer Amount/Employ CP38 15.00 50.00 123.00 100000.22	Delete Delete Delete Delete
		Notes 1.Pleas Select All Ø Ø Ø Ø Ø Ø Ø	se enter amount witho Employee Name test 1 amran bin abu Amar bin Abu maisarah binti amran Amar bin Abu	Employee Ref No SOCSO SOCSO SOCSO SOCSO SOCSO LHDN	t for EPF Payments Employee Amount/Employee PCB 10.00 670.99 1213.00 98000.65 200.00	Employer Anount/Employ CP38 15.00 50.00 123.00 100000.22 400.00	er Delete Delete Delete Delete Delete

Step 3A (v): Maker to verify the payment information. Then, click "Confirm". Done.

Step 3B: If Registration via File Upload;

Monday, 1	4 September 2020 10:04:24	4				You are now in a secured site
Home	Accounts & Banking	Investment	Loans	Ар	oly Online	Bulk Payment
3ulk Payment	Statutory Pay	ments				
Bulk Payment by Entries & File Uplo	Ad Manual Er	itry	File Upload Pavments		Reporting	
Bill Payments & Transfers			,	_	View Downloa	ad Report
Statutory Paymer	Add Employe	e Records	File Upload/Downlo	ad	View Submiss	sion Status
	Edit/Delete Er Records	nployee				
	Submit For O Employer Reg	ne-time Jistration				
	Submit For Pa	ayments				

Step 3B (ii): Download the template. You will need to enter all the necessary information in the file that you've downloaded. Please ensure all information are correct before generating the txt file.

Online Banking	File Upload	
	Upload File	
From Account:	Please select V	
Statutory Payment:	Please select 🔻	
Submission Type:	Please select V	
Payment File:	Choose File No file chosen	
	Upload File	

Step 3B (iii): Maker to Generate EPF File or Generate SOCSO File or Click EIS File or Click LHDN File and save it to your desktop.

Maybank2U Biz HRPay File	Generator	<u>v.1.0</u>										
Employer Details	1		Gene	rate EPF File								
Employer Name	Maybank											
Contribution Month (MM)	03		Genera	ate SOCSO File								
Contribution Year (YYYY)	2020											
Company Contact Person	May Jane		Gene	erate EIS File								
Company Contact No.	3423432324											
EPF Employer Ref No	34234324234		Gener	ate LHDN File								
SOCSO Employer Ref No	324324324											
EIS Employer Ref No	343244324											
LHDN Employer Ref No	E	324324234										
Employee Details												
Employee Decars					2		EPF				SOCSO	
Staft Name	Staff No.	New IC No.	UId IC No.	Passport No.	Employee Ref No	Employee Initial	Employee Amount	Employer Amount	Employee Wages	Employee Ref No	Employee Amount	Employer Amount
Mag				P4173705A								
Mag				P4173705A								
May				P4173705A								
May				P4173705A								
May				P4173705A								
Maj				P4173705A								
				P4173705A								
				P4173705A								
				P4173705A								
Muj				P4173705A								
				P4173705A								
Mag				P4173705A								

Step 3B (iv): From the File Upload screen, please fill up the details and upload the generated file. The registration file will be submitted to Checker's queue for approval. The payment file will be submitted to Checker's queue for approval.

Online Banking	File Upload	
	Upload File	
From Account:	Please select V	
Statutory Payment:	Please select V	
Submission Type:	Please select V	
Payment File:	Choose File No file chosen	
	Upload File	

View Submission Status:

Status will change to "Accepted" once it was accepted by Statutory Body.

Total Records	Total Amount (RM)	Payment Month	Submission Type	Submitted By	Status
2	RM3.00	062020	SOCSO Payment	LO EN (06/30/20 16:49:04)	Expired
2	RMS.00	062020	SOCSO Payment	L0000000000000000000000000000000000000	2 Submitted
2	RM5.00	962020	EIS Payment	LOIDEN (06/30/20 16:19:04)	2 Submitted
2	RM6.00	062020	LHDN Payment	LONGINE EN (06/30/20 16 19:04)	2 Submitted
2	RM5.00	062020	EPF Payment	L0000000000000000000000000000000000000	2 Submitted
2	RM7.10	052020	LHDN Payment	L0 EN (06/30/20 16:00:57)	2 Submitted
2	RM12.00	052020	EIS Payment	L01000000EN (06/30/20 16:00:09)	2 Submitted
1	RM7.00	052020	SOCSO Payment	LONG (06/30/20 15:59:13)	1 Submitted
	RM4.00	062020	EPF Payment	LONDONEN	1 Submitted
	RM5.00	062020	EPF Payment	LOB 10120 13 13 03)	1 Submitted
1	RM4.00	062020	EPF Payment	LOKE SWEE LEN (06/10/20 14 40 44)	1 Submitted
2	RMS.00	052020	LHDN Payment	LQ0004/20 17 04 05)	2 Submitted

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Wednesday	8 July 2	020 15:18:33						You are	now in a	secured sit	e	
Home	Accour	its & Banking	Investme	ent	Loans		Apply Online	Ĩ	Bulk	Payment		
ulk Payment		Summary Repo	ort									
ulk Payment by		Summary										
intries & File Upload	1	Total Submitted:		2	RM8.	00						
ransfers		Total Approved:		2	RM8.	00						
Statutory Payments		Total Rejected:		0	RM0.	00						
		Payment Month(M	MM/YYYY):	05/	2020							
		Debit Account No	-	514	2							
		No Employee N	lame	Employe Ref No	e	Employee Amount/E	mployee PCB	Employ Amount	er /Employe	r CP38	Remark	
		1		LHDN		RM0.00		RM3.00	ŝ		Accepted	ł
		2		LHDN		RM0.00		RM5.00			Accepted	1
										Deals	Deventer	