

The systems for SAS & the making of Busi Peturns - Responsibility to keep documents Individual Years to Documents **Penalty for** keep failure to keep 7 years from **\*If the sales of** >= RM300 & <= carrying on a biz the end of goods>RM150,000, & RM10,000 or to the year to imprisonment provision of services > which any RM100,000 =>printed for a term not > receipt with serial number income from 1 year or to the biz is required both relates \*Records = a) books of account recording receipt & payment or income & expenditure b) Invoices, vouchers, receipts & others c) Any other records as specified by the DG Employment/ 7 years from Statement of income & >= RM300 & <= Investment RM10,000 or to the end of expenditure, invoices, income the year to vouchers, receipts & imprisonment which any others for a term not > income from 1 year or to

Businet Ehe Nour York	e systems fo urns -Respo	or SAS & the making onsibility to keep do	g of ocuments
	Years to keep	Documents	Penalty for failure to keep
Company	7 years from the end of the year to which any income from the biz/operatio n relates	<pre>*If the sales of goods&gt;RM150,000, &amp; provision of services &gt; RM100,000 =&gt;printed receipt with serial number is required *Records = a) Invoices, bank statements, pay-in slips, cheque butts, vouchers, receipts &amp; others b) Any other records as specified by the DG</pre>	>= RM300 & <= RM10,000 or to imprisonment for a term not > 1 year or to both

Busines E	S and the S	ubmission of returr
	Submission of tax return	Payment of income tax
Employment/ investment income	investment Deemed assessment	<ul> <li>tax deducted monthly by his employer</li> <li>Instalment payment for business/investment income (6 bi-monthly instalments fr March to Jan)</li> </ul>
	Failure to furnish areturnW prosecutionFine >RM200 toRM20,000 orimprisonment< = 6 months or both	<ul> <li>Tax payable attributable to employment income</li> <li>A/B x C</li> <li>Eg 31.1,pg526</li> <li>A= SI i.r.o gains/profits from employment B = total income for that YA C = his tax payable</li> <li>Balance income tax payable = 30.4</li> <li>Penalty if not paid by 30.4</li> </ul>
	Exception(note): Election MTDs=Deemed final	10% penalty on the balance tax payable A further 5% if tax remains unpaid after 60 days.( deleted wef 1.1.2020)

## Busingubmission of return

#### Exception(Note)Section 77C

Pre-requisite:

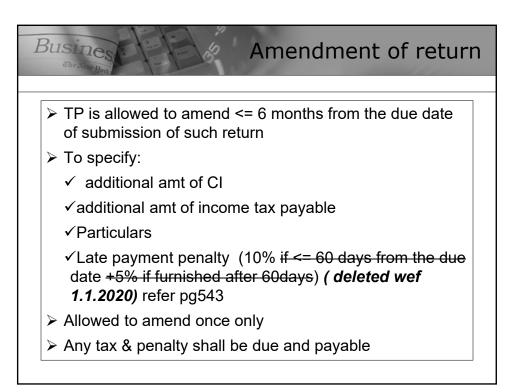
- Income= employment income only;
- MTDs has been made by the employer
- Tax is not borne by the employer, thus no tax on tax issues;
- The employee's spouse does not elect for joint assessment

Deemed elect for S77C if no Form BE submitted and meet the above conditions.

For fraud, negligence or willful default, DG can disregard the above and impose penalties from 45% - 100%.

Busine	Busines Submission of return		
	Submission of tax return	Payment of income tax	
Individual with business income	30 June <u>Failure to furnish</u> <u>a return</u> <u>W prosecution</u> Fine >RM200 to RM20,000 or imprisonment < = 6 months or both	<ul> <li>6 bi-monthly instalment payment beginning from March for business/investment income</li> <li>Penalty</li> <li>10% penalty on the outstanding instalment amt (&lt;= 30days fr each instalment)</li> <li>•(Eg 33.3 Pg 538)</li> <li>•Allow to vary by 30.6 and the balance tax payable would have to spread over the remaining 4 bi-monthly instalment</li> <li>(Eg 33.1 Pg 537)</li> <li>Penalty for variation of instalments</li> <li>•10% penalty @ 30% (actual tax payable – total instalments payments after variation)</li> <li>(Eg 33.2 Pg 537)</li> </ul>	
	<u>W/out</u> <u>prosecution</u> Fine = 3x of amt of tax	<ul> <li>Balance income tax payable = 30.6</li> <li><u>Penalty if not paid by 30.6</u></li> <li>10% penalty on the balance tax payable</li> <li>A further 5% if tax remains unpaid after 60 days.</li> </ul>	

The Arear Hork	1. 13	Submission of retur
	Submission of tax return	Payment of income tax
Companies	7 months from the financial year end <u>Failure to furnish</u> <u>a return</u> <u>W prosecution</u> Fine >RM200 to RM20,000 or imprisonment < = 6 months or both <u>Without</u> <u>prosecution</u> Fine = 3x of amt of tax	Eg 32.1,32.2,pg528 Failure to submit ITA, IRB is empowered to direct company to make payments by instalments before the 6 <sup>th</sup> mth of the basis period. Wef YA2012, IRB can direct payment by instalments for a YA at any time during the basis period.If the amount is directed b4 9 <sup>th</sup> month of the basis period, revised estimate can be furnished in 6 <sup>th</sup> or 9 <sup>th</sup> month of the basis period.



### $B_{Returns}$ and Assessment – chargeable person (CP)

- > CP = person who derives income from Malaysia
- HE, Act provides for the appointment of agents or representatives to be assessed on behalf of such persons when it is impractical to collect tax

Circumstances	Chargeable person	
Husband & Wife – joint assessment	•DG is empowered to collect the amt of income tax from the spouse	
	Spouse total incomeAggregate total incomex income taxof spousespayable	
	Example 30.1 pg 506	

Circumstances	Chargeable person
Company ✓income tax due & payable ✓STDs ✓RPGT <i>Refer Eg 1 – 11, PR</i> 2/2019	Directors = occupying the position of director ( by whatever name called), including any person who is concerned in the mgt of the company's affairs and = Control directly or indirectly at least 20% of the ordinary share capital of the company
Company under liquidation	Liquidator who fails to make full provision for the payment of any income tax which he may know or reasonably expect to be payable

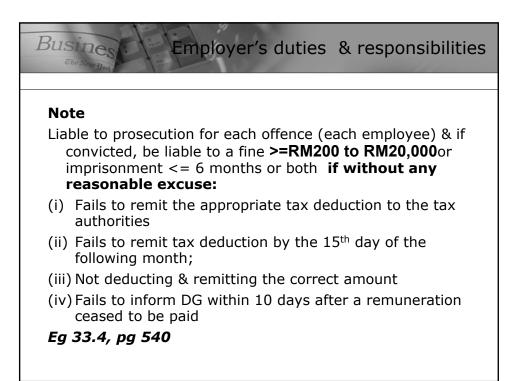
Circumstances	Chargeable person
Non-resident	<ul> <li>(a)Directly in his own name</li> <li>(b)In the name of attorney, agent, factor, receiver or manger of his even though such person may not have the receipt of any income of the non-R person</li> </ul>

<b>A</b> .1 .1		
Other than company, trust body or co- operative	Notice of chargeability	Penalty
Any person carrying on a business	Before 30 June of the following YA	Fine >RM200 to RM20,000 or imprisonment < = 6 months or both
Any person who is not carrying on a business but >has CI in that YA >nO CI but has furnished a return >has been required to furnish a return	Before 30 April of the following YA	Fine >RM200 to RM20,000 or imprisonment < = 6 months or both

# Bus Return and Assessment – Electronics filing ( E filing)

Taxpayer	Tax Agent
<ul> <li>Make a declaration</li> <li>his tax agent is authorised to furnish a return to the DG</li> <li>Information provided by him to the TA is true and correct</li> </ul>	Make a declaration <ul> <li>the return is prepared in accordance with the info given by the taxpayer</li> <li>received a declaration of the TP</li> </ul>

		Due date	Penalty for not compliance
Deduction from salaries	Must remit to the IRB the tax deduction from employees' salaries ( Section 13(1)(a)) ✓ as directed by the IRB ✓ Under STD scheme	15 <sup>th</sup> day of the following month	Fine >=RM200 to RM20,000 or imprisonment < = 6 months or both (Note)
Commencement of employment	Inform IRB by completing Form CP22 if an individual is likely to be chargeable to tax	<= 30 days(*) from date of commencement	Fine >=RM200 to RM20,000 or imprisonment < = 6 months or both



		Due date	Penalty for not compliance
Cessation of employment	Inform IRB by completing Form CP22A unless: (a) employee's income is subject to STDs; (b) Monthly income < min amt subject to PCBs (c) Not retiring from employment permanently	<= 30 days (*) prior to the date of cessation	Fine >=RM200 to RM20,000 or imprisonment < = 6 months or both

		Due date	Penalty for non compliance
Retention of money	Required to withhold payment of any moneys payable to the employee	To withhold earlier of ✓90days or ✓Until tax clearance is received	Fine >=RM200 to RM20,000 or imprisonment < = 6 months or both
Employees leaving Malaysia	Form CP 21 to be completed if an employee is about to leave Malaysia for > 3 months unless it is frequent business trips	<= 30days (*) from date of departure	Fine >=RM200 to RM20,000 or imprisonment < = 6 months or both

		Due date	Penalty for non compliance
Form CP8A	<ul> <li>♦ Details of remuneration paid to each employee, including the amt contributed to EPF &amp; amt of tax deducted under the STDs</li> <li>♦ One copy to the IRB &amp; one copy to the employee</li> </ul>		
Death of employees	♦ Prescribed form to be completed after being informed of the employee's death (WEF 1.1. 2021)	<= 30days from date after being informed	

Busine	Employer's dutie	es & r	esponsibilities
		Due date	Penalty for non compliance
Form E	<ul> <li>Providing particulars of the employees to enable IRB to assess the employees in the event employees fail to submit their return Form BE</li> <li>Required to submit Form CP 159 together with Form E showing:         <ul> <li>(a) Total gross remuneration paid to all employees each month</li> <li>(b) Total gross remuneration paid to employees who are subject to PCB</li> <li>(c) Total amt of tax deducted in accordance to the deduction table for each employee</li> <li>(d) Total amt of tax that has been deducted &amp; remitted to IRB</li> </ul> </li> </ul>	By 31.3.	Fine >=RM200 to RM20,000 or imprisonment < = 6 months or both

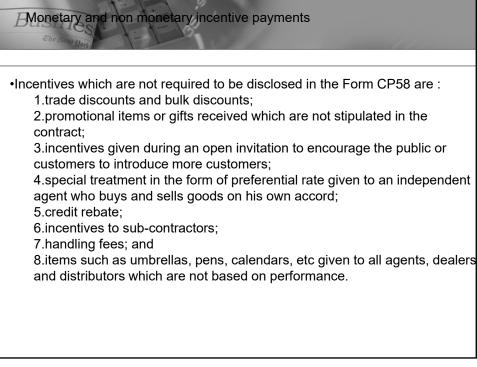
		Due date
Change of address	Must inform IRB in prescribed form	<= 3 months of the change
An individual who arrives in M'sia who is chargeable <i>Eg 30.4, pg513</i>	Must inform IRB in writing	<= 2 months of arrival

#### Monetary and non monetary incentive payments

•A company is required to report monetary((e.g. commission/bonus/others) and non monetary incentive payments(e.g. provision of vehicle/house/tour/travel package/others) to agents, dealers or distributors

•For non monetary incentives, the amount to be disclosed should be based on the actual cost incurred by the payer companies.

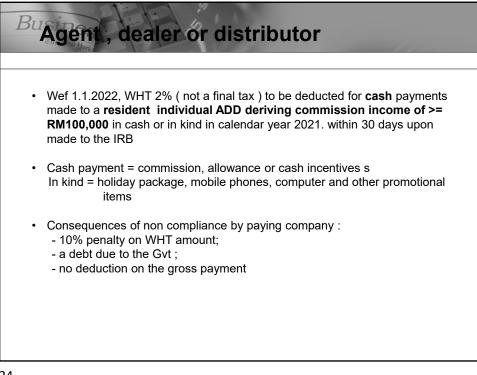
•The Form CP58 must be provided to the agent, dealer or distributor by 31 March of the following year.



#### Monetary and non monetary incentive payments

#### Failure to comply

Failure to provide a copy of the Form CP58 to the relevant agent, dealer or distributor within the stipulated period is an offence. The payer company shall, on conviction, be liable to a fine of not less than RM200 and not more than RM2,000 or to imprisonment for a term not exceeding 6 months or both.



ISINCS Ehe Neu york	and the file	Assessmen	
Type of Assess- ment	Explanation	Right to appeal – Taxpayer	IRB
Original	<ul> <li>oTax return submitted</li> <li>oDG may determine the amt of CI to the 'best of his judgment' under the following:</li> <li>◆refuse to accept the return submitted or</li> <li>◆Non submission of return. But does not preclude the person from liability</li> <li>Time bar = &lt;= 5 years</li> </ul>	To object <= 30 days of the date of deemed NA	Further appeal to SC if not able to reach an agreement
	after the end of the relevant YA except for fraud, wilful default or negligence		

Type of Assessment	Explanation
Reduced	TP may under an appeal against an assessment or additional assessment: • reach an agreement with DG or by providing acceptable evidence for claims of expenses; •Win the case thru SP or court decision

Busin	CS 1 Com to	As	ssessment	
Type of ofAssess -ment	Explanation	Penalty	Right to appeal – Taxpayer	IRB
Additional	<ul> <li>✓DG may raise under the following circumstances:</li> <li>◆ TP omitted certain income &amp; discovered by DG</li> <li>◆Tax refunded by an error of fact or law</li> <li>◆Additional income/income not taken into account when making the return</li> </ul>	Additional tax must be paid < = 30 days upon receipt of the notice notwith- standing any appeal	<ul> <li>✓ To object</li> <li>&lt;= 30 days</li> <li>of the date</li> <li>of deemed</li> <li>NA</li> <li>✓ Appeal</li> <li>can only be</li> <li>made</li> <li>against the</li> <li>additional</li> <li>assessment</li> </ul>	Further appeal to SC if not able to reach an agreement

Type of ofAssess -ment	Explanation	Penalty
Additional	<ul> <li>✓DG is also permitted to raise upon discovering new facts/new documents</li> <li>✓Time bar = &lt;= 5 years after the end of the relevant YA except for fraud, wilful default or negligence</li> </ul>	Penalty if not paid by due date 10% penalty on the balance tax payable A further 5% if tax remains unpaid after 60 days ( deleted wef 1.1.2020) (Eg 33.6-33.8 pg 542)

#### Assessment

Type of Assessment	Explanation
Composite	<ul> <li>&gt;Where a TP</li> <li>(a) makes a default in furnishing a return;</li> <li>(b) fails to give notice of chargeability</li> <li>(c) makes an incorrect return by omitting or understating any income</li> <li>(d) gives any incorrect information affecting his own chargeability</li> <li>&gt; Tax payable stated</li> <li>= amt undercharged + penalty</li> <li>&gt; Not allowed to appeal to SP once CA is issued</li> <li>&gt; Normally issued after a tax investigation/audit is conducted</li> </ul>
Increased	<ul> <li>Where a TP</li> <li>(a) Reach an agreement with DG during the review of assessment</li> <li>(b) SP/Court had decided the issue in dispute has resulted in an increase in eth tax payable</li> <li>NO right of appeal against an increased assessment when there is an agreement between TP &amp; DG</li> </ul>

29

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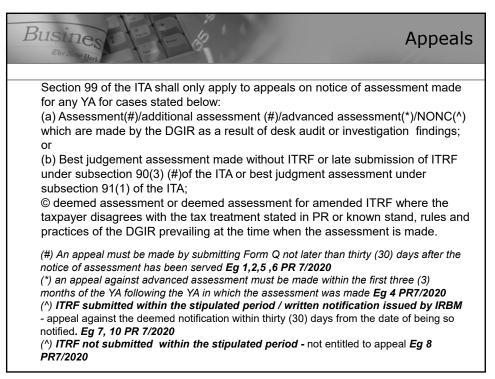
Sines Assess		
Type of Assess- ment	Explanation	Right to appeal
Advance	<ul> <li>&gt;DG can issue advance assessment to prevent loss revenue to the gvt under the following circumstances where TP:</li> <li>(a) cease to carry on a business;</li> <li>(b) Commences to receive E income, pension, annuity or periodical payment</li> <li>(c) About to leave Malaysia &amp; his source of income is likely to cease upon leaving M</li> <li>(d) Where the basis period of a business/investment income sources for a YA does not coincide with the calendar year</li> <li>(e) Where TP received income subsequent to a cessation of biz income</li> </ul>	Made <= first 3 months of the assessment year following the YA for which the assessment is made

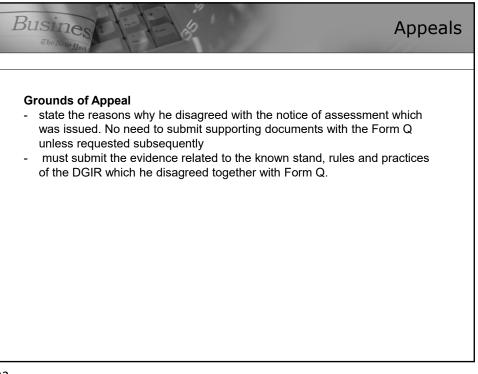
#### Assessment

Type of Assessment	Explanation
Protective	Issued by DG to avoid assessment being time barred ( ie subject to 5 years time limit )
Unlimited	<ul> <li>&gt;If it appears to DG that -</li> <li>(a) Any form of fraud /wilful default has been committed by or on behalf of any person;</li> <li>(b) Any person has been negligent</li> </ul>
	'fraud' – shown that a false representation has been made knowingly, or without belief in its truth, or recklessly, without caring whether it is to be true or false 'negligence' –
	<ul> <li>(a) TP owes a standard duty of care to the tax authorities when filling up the info;</li> <li>(b) TP has broken the duty of care; and</li> <li>(c) thereby causes came lengthy recognized</li> </ul>
	(c) thereby causes some legally recognized damage to the tax authorities

31

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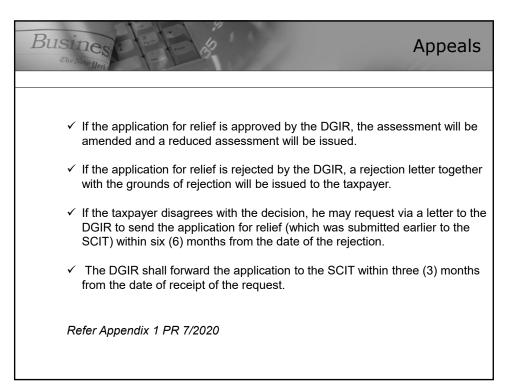
	Taxpayer
Notification of non chargeability	<ul> <li>&lt;= 30 days from the notification, appeal to the SC</li> <li>&gt;NO appeal = final &amp; conclusive</li> </ul>
Appeal which are out of time i.e not made <= 30 days	<ul> <li>File a written application using Form N(Note) to DG</li> <li>If DG rejects         <ul> <li>forward to SC</li> <li>will inform TP in writing</li> <li>TP &lt;= 21 days to SC</li> </ul> </li> </ul>

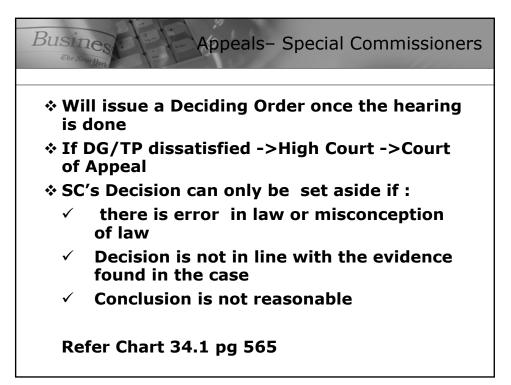
Busines i in the Mark	Appeals
Notification of non chargeability	Deadline
<ul> <li>&gt;Wef 1.1.2017 appeals are</li> <li>extended for NL cases where:</li> <li>(a)A person aggrieved by PR made</li> <li>under S138A</li> </ul>	30 days from Notification ie Tax Return furnished
(b) Error or mistake - Return deemed to be Notification	<= 6 months from date of Tax Return furnished Eg 17 PR7/2020
© any exemption, relief, remission, allowance or deduction granted for that YA under the ITA 1967 or any other written law is published in the Gazette after the YA in which the return is furnished	<= 5 years after the end of the year Gazette publication

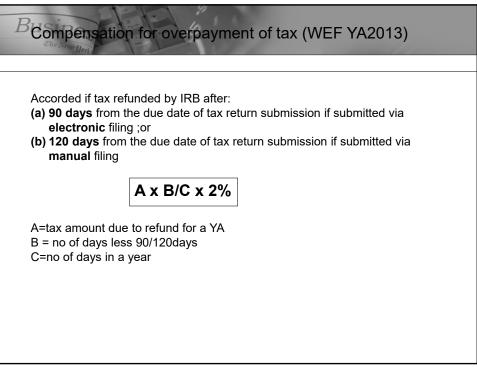
Busines :	Appeals
Notification of non chargeability	Deadline
(d) The approval for any exemption, relief, remission, allowance or deduction is granted after the YA in which the return is furnished	<= 5 years after end of the year exemption, relief, remission, allowance is published in the Gazette or the Minister's approval is granted, whichever is later <i>Eg 18 PR7/2020</i>
(e) A deduction not allowed on failure to pay WHT	<=1 year after end of year payment is made

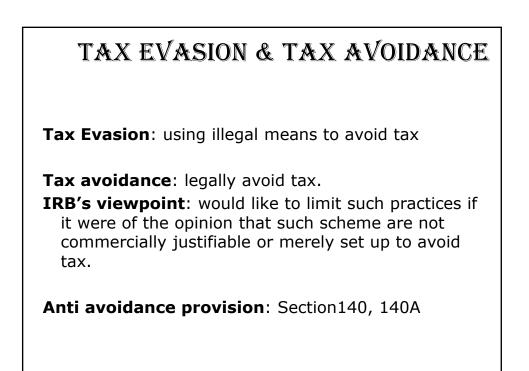
Relief i.r.o error & mistakes( S 131(1))for excessive assessment	Deadline
-assessment has not become final & conclusive -must be via CP15C in writing -Tax has been paid on that YA	<= 5 years after the end of the YA in which the assessment is deemed. Eg 34.4,pg562

Busines Elic Aleu Mort	Appeals
Relief other than error or mistake ( S131A) Wef 1.1.2017	Deadline
(a) A deduction not allowed on failure to pay WHT	<=1 year after end of year payment is made
(b)any exemption, relief, remission, allowance or deduction granted for that YA under the ITA 1967 or any other written law is published in the Gazette after the YA in which the return is furnished	<= 5 years after the end of the year Gazette publication
(c) The approval for any exemption, relief, remission, allowance or deduction is granted after the YA in which the return is furnished Eg 15,16 PR 7/2020	<= 5 years after end of the year exemption, relief, remission, allowance is published in the Gazette or the Minister's approval is granted, whichever is later









Penalties & Offences – Incorrect return under Section 11			
Incorrect return	Penalty	TP's choice	
Include (a) Omitting or understating income; and (b) Incorrect info affecting the chargeability of tax	Prosecution (a)fine>= RM1,000 & <= RM10,000 and (b) 2x tax undercharged	Defense = Incorrect return was made in ' good faith' = 'honestly' Eg 35.2 pg 572	
	No Prosecution = Tax undercharged; or 45% for the first offence		

Penalties & Offences – Incorrect return under Section Bu 13-Penalty for late payment of withholding tax

Say accounting year end :31.12.2011	RM
Gross payment(fee paid to non resident on 1.6.2011)	1,000
Less: withholding tax(WHT)	<u>(100)</u>
Actual payment to non-resident	<u>900</u>
WHT paid late but on or before 31.7.2012(due date for filing of tax return)	100
Penalty for late payment of WHT at 10% paid on before 31.7.2012	<u>10</u>
Total WHT & penalty	<u>110</u>
Penalty under Section 113(2)	NIL

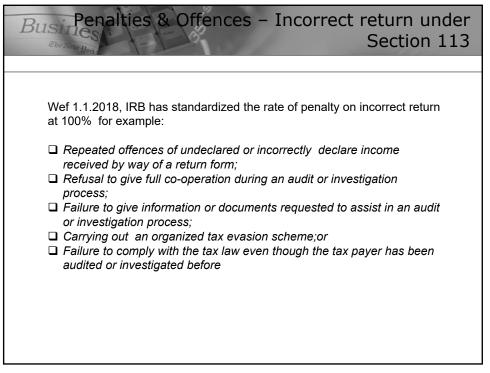
113-Penalty for late payment of withholding tax		
2018		
Say accounting year end :31.12.2011	RM	
Gross payment(fee paid to non resident on 1.6.2011)	1,000	
Less: withholding tax(WHT)	<u>(100)</u>	
Actual payment to non-resident	<u>900</u>	
Payment of WHT, say on 25.8.2012	<u>100</u>	
(i) Late payment penalty		
WHT paid due	100	
Penalty for late payment of WHT at 10%	<u>10</u>	
Total WHT & penalty	<u>110</u>	
(ii) Section 113(2) penalty		
Income tax payable per submitted tax computation		
Gross income of TP	20,000	
Less: Gross fee paid to non-resident Other expenses	(1,000) (10,000)	
Chargeable income	<u>9,000</u>	
Tax payable @ 25%	2,250	

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Penalties & Offences – Incorrect return under Section Bu 113-Penalty for late payment of withholding tax

Say accounting year end :31.12.2011	RM
(ii) Section 113(2) penalty	
Income tax payable per revised tax computation (for computation of penalty only)	
CI per above	9,000
Add: Deduction disallowed – gross fee paid to non-resident	<u>1,000</u>
Revised CI	<u>10,000</u>
Tax payable at 25%	2,500
Less: tax payable per submitted tax computation	<u>(2,250)</u>
Tax undercharged due to incorrect return	250
Section 113(2)penalty, say 45% on tax undercharged	<u>112.50</u>
Total WHT & penalties	222.50

	Period from the due date of submitting return form	Rate %
Voluntary disclosure before case is selected for audit	<= 60 days	10
	> 60 days to 6 months	15.5
	> 6 months	35



Busing Penalties & Offences – wilful evasion(S 114	
Any person who wilfully & with intent to evade or assist any other person to evade tax	Penalty
(a) Omits from a return made under this Act any income which should be included	>= RM1,000 & <= RM20,000 or 3 years imprisonment or both; <b>plus</b> penalty = 3x x tax undercharged
(b) Makes a false statement /entry in a return	
© gives a false answer(orally or in writing) to a Q asked or request for info made	

Penalties & Offences – wilful evas	
Any person who wilfully & with intent to evade or assist any other person to evade tax	Penalty
(d) prepares/maintains/authorise the preparation or maintenance of false books/records	
(e) Makes use or authorise the use of any fraud, art or contrivance	
(f) Falsifies or authorise the falsification of book of account/record	

	у	Penalty	advises with	Any person who assists in , or a respect to
eparation of any return where the return results n understatement of the liability for tax of ther person <b>unless</b> <b>dvice was given with reasonable care</b> both;	20,000 o	<= RM20, 3 years imprisonm	ity for tax of	in an understatement of the liability another person <b>unless</b>

Penalties & Offences – persons leaving Mala		
		Penalty
DG is of the opinion that any person is about to leave Malaysia without paying taxes due to the IRB >May issue certificate to any Commissioner of Police or Director of Immigration to prevent the TP from leaving M until payment made or furnishes security >Notice to be issued under Section 104	Leaving Malaysia or attempting to leave Malaysia without payment of tax	Fine >=RM200 to RM20,000 or imprisonment < = 6 months or both

Offences	Penalty
Obstruction of officers in the course of their duties	>= RM1,000 & <= RM10,000 or 1 year imprisonment or both
<ul> <li>Failure to comply with a notice</li> <li>(a)Calling for specific returns &amp; production of books</li> <li>(b)Calling for bank statements in relation to savings, loan account,deposits etc</li> <li>(c)Requiring books, accounts &amp; records to be translated into national language</li> <li>(d)Calling for information or particular to be given in writing</li> <li>(e)Requiring returns to be submitted by agents</li> <li>(f)Requiring returns by occupirer of premises</li> <li>(g)Calling for further return</li> </ul>	>= RM200 & <= RM20,000 or 6 months ' imprisonment or both