**INLAND REVENUE BOARD OF MALAYSIA**

**MTD Data Specification**

Header:

| No | Field Name | Start | End | Length | Type | Notes |
|----|------------|-------|-----|--------|------|-------|
| 1 | Record Type | 1 | 1 | 1 | Alphabet | H - 'Header' |
| 2 | Employer No. (HQ) | 2 | 11 | 10 | Num | Right justify with zeroes |
| 3 | Employer No. | 12 | 21 | 10 | Num | Right justify with zeroes |
| 4 | Year of Deduction | 22 | 25 | 4 | Num | YYYY |
| 5 | Month of Deduction | 26 | 27 | 2 | Num | 01-12 |
| 6 | Total MTD Amount | 28 | 37 | 10 | Num | Right justify with zeroes and with 2 decimal point |
| 7 | Total MTD Records | 38 | 42 | 5 | Num | Right justify with zeroes |
| 8 | Total CP38 Amount | 43 | 52 | 10 | Num | Right justify with zeroes and with 2 decimal point |
| 9 | Total CP38 Records | 43 | 57 | 5 | Num | Right justify with zeroes |

Transaction Record Length      =     57

Transaction record (Details):

| No | Field Name | Start | End | Length | Type | Notes |
|----|------------|-------|-----|--------|------|-------|
| 1 | Record Type | 1 | 1 | 1 | Alphabet | D - 'Detail' |
| 2 | Tax Reference No. | 2 | 11 | 10 | Num | Right justify with zeroes |
| 3 | Wife code | 12 | 12 | 1 | Num | 0-9 |
| 4 | Employee's Name | 13 | 72 | 60 | Alphabet | Left justify with spaces ((symbol such as / , - , @ , ' , ( ) , " ", ' and ' 'is allowable) |
| 5 | Old IC No. | 73 | 84 | 12 | Alphanum | A valid Old IC No. or just leave it blank if not applicable |
| 6 | New IC No. | 85 | 96 | 12 | Num | A valid New IC No. (without '-' and complete 12 digit ) atau dibiarkan sebagai ruang kosong sekiranya tidak berkaitan or just leave it blank if not applicable |
| 7 | Passport No. | 97 | 108 | 12 | Alphanum | Left justify or just leave it blank if not applicable |
| 8 | Country Code | 109 | 110 | 2 | Alphabet | Refer to Country Code list |
| 9 | MTD Amount | 111 | 118 | 8 | Num | Right justify with zeroes and with 2 decimal point |
| 10 | CP38 Amount | 119 | 126 | 8 | Num | Right justify with zeroes and with 2 decimal point |
| 11 | Employee No. or Salary No. | 127 | 136 | 10 | Alphanum | Left justify |

Transaction Record Length      =     136

# Example of Data for MTD Data Specification Format

```
  1        2           3        4    5      6         7         8        9
  H 0291212306 0291212306 2002 05 0000835000 00006 0000150050 00002
```

| 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|----|----|----|----|----|----|----|----|----|----|----|
| D | 0053136708 | 0 | ABDUL HANIFAH MOHD ARIF | A4457334 | 530706015461 | | | 00090000 | 00000000 | AB012283 |
| D | 0674134910 | 0 | DULIP KUMAR S/O HARJEET | 2887349 | | | | 00080000 | 00000000 | |
| D | 1007134501 | 0 | TAN MENG SOON | | 780906035559 | | | 00045000 | 00000000 | |
| D | 1054435508 | 1 | SABARIAH BT. ABDULLAH | 6753211 | 700725015720 | | | 00120000 | 00000000 | KW01321 |
| D | 0777135509 | 0 | ABE TAMURA | | | J1294567 | JP | 00300000 | 00050050 | |
| D | 0383132508 | 0 | TATSURO KOJIYAMA | | | J2089982 | JP | 00200000 | 00100000 | |

1. Record Type:  H for Header

2. Employer's No. (Headquarter)
   Please complete with 10 digits without the letter E
   Example 1 :  E  908915-10  have to be filled  as 0090891510

3. Employer's No.
   Same as No. 2 above

4. Year of Deduction
   Please complete the year of deduction with 4 digits
   Example : Year 2005 have to be filled as 2005

5. Month of Deduction
   Example : Month of August have to be filled as 08

6. Total MTD Amount
   Please complete the deduction amount without RM and decimal point
   Example : RM8350.00 have to be filled as 0000835000

7. Total MTD Records
   The total must be tally with employees whom subject to MTD
   Example : 6 employees have to be filled as 00006

8. Total of CP38 Amount
   Please complete the deduction amount without the word RM and decimal point
   Example : RM1500.50 have to be filled as 0000150050

9. Total CP38 Records
   The total must be tally with employees whom subject to MTD
   Example :  2 employees have to be filled as 00002

10. Record Type:  D for Details

11. and 12. Tax Reference No. and Wife Code
   A.  Please complete the Tax Reference No.  with 11 digit without SG/OG
       Example 1 : SG   531367-08 (0) have to be filled as 00531367080
       Example 2 : OG10544355-08 (1) have to be filled as 10544355081
   B.  1. For Male /Single Woman - the last digit is 0
       2. For Married Woman - the last digit is between 1 until 9
   C.  If the tax reference no. is not known, please fill as 00000000000

13. Employee's Name
   Please complete the employee's full name as IC / Passport

14. and 15. Old/New Identity Card No.
   Please complete the IC no. for local employee (if applicable)
   Example 1 :  Old IC No. A 4457334 have to be filled as A4457334
   Example 2 :  New IC No. 530706-01-5641 have to be filled as 530706015641

16. Passport No.
   Please complete the Passport No. for foreigner employee (if applicable)
   Example :  J 1294567 have to be filled as J1294567

17. Country Code
   Please complete the Country Code for foreigner employee only. The code is for which country that has issued the passport.

18. and 19.  MTD Amount and CP38 Amount
   Please complete the deduction amount without the word RM and decimal point
   Example 1 :  RM900.00 have to be filled as 00090000
   Example 2 :  RM500.50 have to be filled as 00050050

20. Employee's No
   Complete Employee's No. or Salary No.
   Example :  AB012283 have to be filled as AB012283