# **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

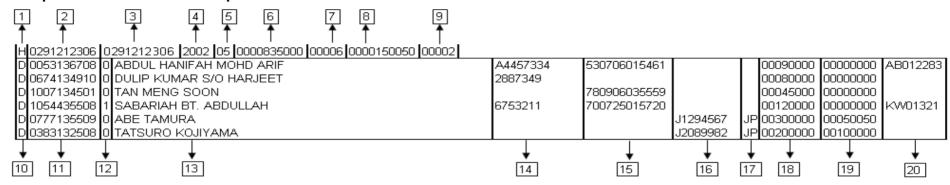
Transaction Record Length

57

# Transaction record (Details):

No	Field Name	Start	End	Length	Туре	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. 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

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