



ASSIST

Garis Panduan Ringkas Bayar Caruman Pekerja Bermajikan Melalui Portal ASSIST



BAYAR CARUMAN BULANAN PERKESO



BAYAR CARUMAN BULANAN
SELEWAT-LEWATNYA
15HB BULAN BERIKUTNYA

Login Portal ASSIST (Rujuk QRG 1)

SOC SO + EIS (Rujuk QRG 2(i))

Kemaskini data caruman pekerja
satu persatu (*Data Entry*) atau
secara batch (*Text File*)

SOC SO (Rujuk QRG 2(ii))

Kemaskini data caruman pekerja satu
persatu (*Data Entry*) atau
secara batch (*Text File*)

EIS (Rujuk QRG 2(iii))

Kemaskini data caruman pekerja satu
persatu (*Data Entry*) atau
secara batch (*Text File*)

*Jana Acknowledgement Contribution
Received (ACR) + Employer
Contribution Received (ECR)*

*Jana Acknowledgement
Contribution Received (ACR)*

*Jana Employer
Contribution Received (ECR)*

Bayar Caruman

Dalam Talian

- *Financial Process Exchange (FPX)* (Rujuk QRG 3)
- *Electronic Fund Transfer (EFT)* (Rujuk QRG 4)

Kaunter Bank (Rujuk QRG 5)

QRG Tambahan :

Batal ACR / ECR atau kedua-duanya (Rujuk QRG 6)

Pendaftaran Penambahan Pekerja (Rujuk QRG 7)

QRG 1 : Login Portal ASSIST



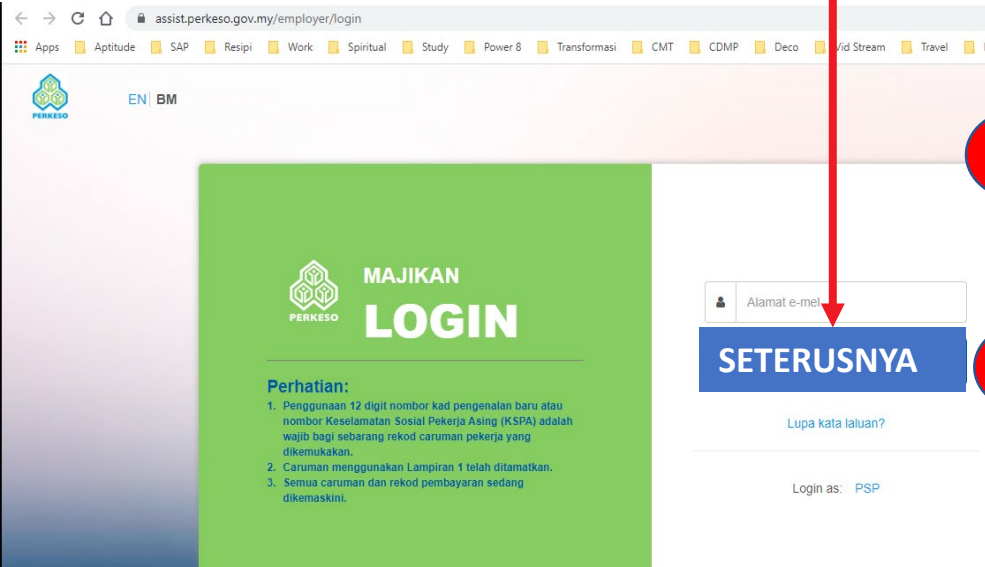
1 Layari laman web PERKESO
www.perkeso.gov.my

2 Klik Portal ASSIST
<https://assist.perkeso.gov.my/employer/login>

3 Masukkan emel yang didaftarkan dan tekan butang **SETERUSNYA**.

4a Masukkan kata laluan yang diterima melalui emel yang didaftarkan

4b Tekan butang **LOG MASUK**



QRG 2(i) : Kemaskini Data Pekerja SOCSO + EIS (*Combine Payment*)



1

i) Klik **My Sites**
ii) Pilih **Contribution**

2

i) Klik **Contribution**
ii) Pilih **SOC SO + EIS**

3a

Klik  untuk kemaskini maklumat pekerja. Sambung Langkah 4a.

3b

Klik **TEXT FILE** untuk kemaskini pekerja secara *batch*. Sambung Langkah 4b.

ATAU

SOC SO + EIS Contribution

Employer Name

TSUBAKI POWER TRANSMISSION(MALAYSIA)S/B

Employer Code

E1100065239W

Employer Contribution Pending List

Employer Code

E1100065239W

Employer Contribution Pending List

Employer Code	Employer Name	Contribution Month	Act	Action
E1100065239W	TSUBAKI POWER TRANSMISSION(MALAYSIA)S/B	07/2022	SOC SO+EIS	

REMOVE DRAFT(S)

☐	Employer Code	Employer Name	Contribution Month	Medium	Act	Draft Create Date	Action
☐	E1100065239W	TSUBAKI POWER TRANSMISSION(MALAYSIA)S/B	01/2022	8A	SOC SO+EIS	21/07/2022 13:23:09	

QRG 2(i) : Kemaskini Data Pekerja SOCSO + EIS (sambungan)

Identification			Employee's		SOCSO			EIS			
No.	Type	Number	Name	Salary (RM)	Employer's Contribution (RM)	Employee's Contribution (RM)	Total Amount (RM)	Employer's Contribution (RM)	Employee's Contribution (RM)	Total Amount (RM)	Action
1	New IC Identification	540222015521	AB MAJID BIN ABU BAKAR	551.00	6.90	-	6.90	-	-	6.90	
2	New IC Identification	530826035081	AB RAHMAN BIN YUSOFF	0.00	-	-	0.00	-	-	0.00	
3	New IC Identification	540222015521	AB MAJID BIN ABU BAKAR	551.00	6.90	-	6.90	-	-	6.90	

4a

Klik  untuk kemaskini maklumat gaji pekerja.

4b

ATAU

- Klik **Choose File**. Pilih teks fail yang mengandungi senarai pekerja.
- Klik **Upload**
- Klik **Next**

5

- Klik **Save Draft**
- Klik **Submit**

Total Salary (RM)	SOCSO				EIS			
	Total Employee(s)	Employer's Contribution (RM)	Employee's Contribution (RM)	Total Amount (RM)	Total Employee(s)	Employer's Contribution (RM)	Employee's Contribution (RM)	Total Amount (RM)
0.00	0	0.00	0.00	0.00	0	0.00	0.00	0.00
Total SOCSO + EIS Contribution Amount (RM) :								0.00

BACK

SAVE DRAFT

SUBMIT

Successfully save

Add Contribution

Submission Contribution Information

Employer Name:
Y JOON RADIATOR ENTERPRISE
Employer Code:
F 01001171V

Medium
Text File

Text File

Choose File

UPLOAD

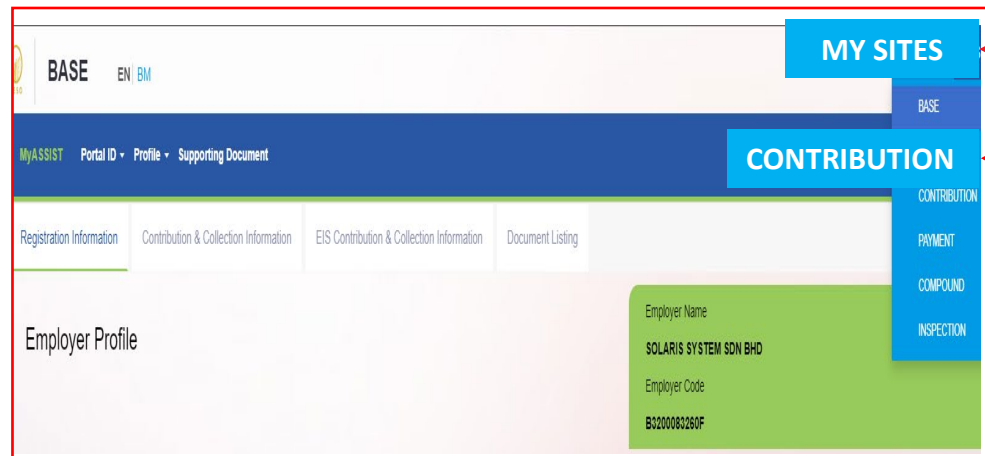
Contribution Summary

Employer Code	Contribution Month	Total Employee(s)	Total Amount (RM)	Action
F0401001171V	12/2017	3	50.70	

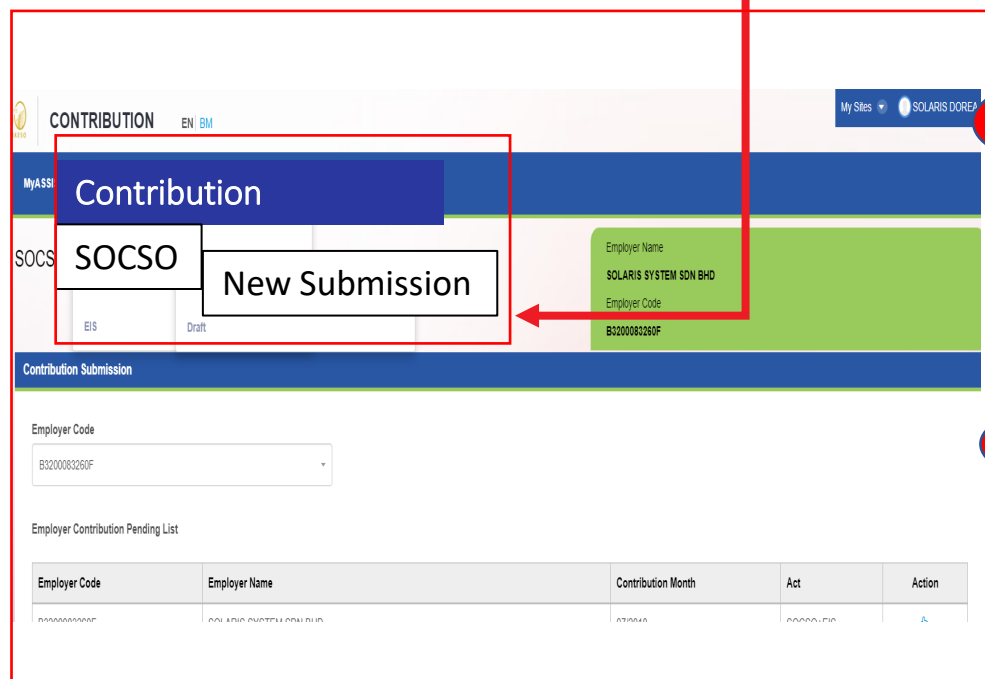
Total Employee(s) : 0
Total Amount (RM) : 0.00

Next

QRG 2 (ii) : Kemaskini Data Pekerja SOCSO Sahaja



1
i) Klik **My Sites**
ii) Pilih **Contribution**

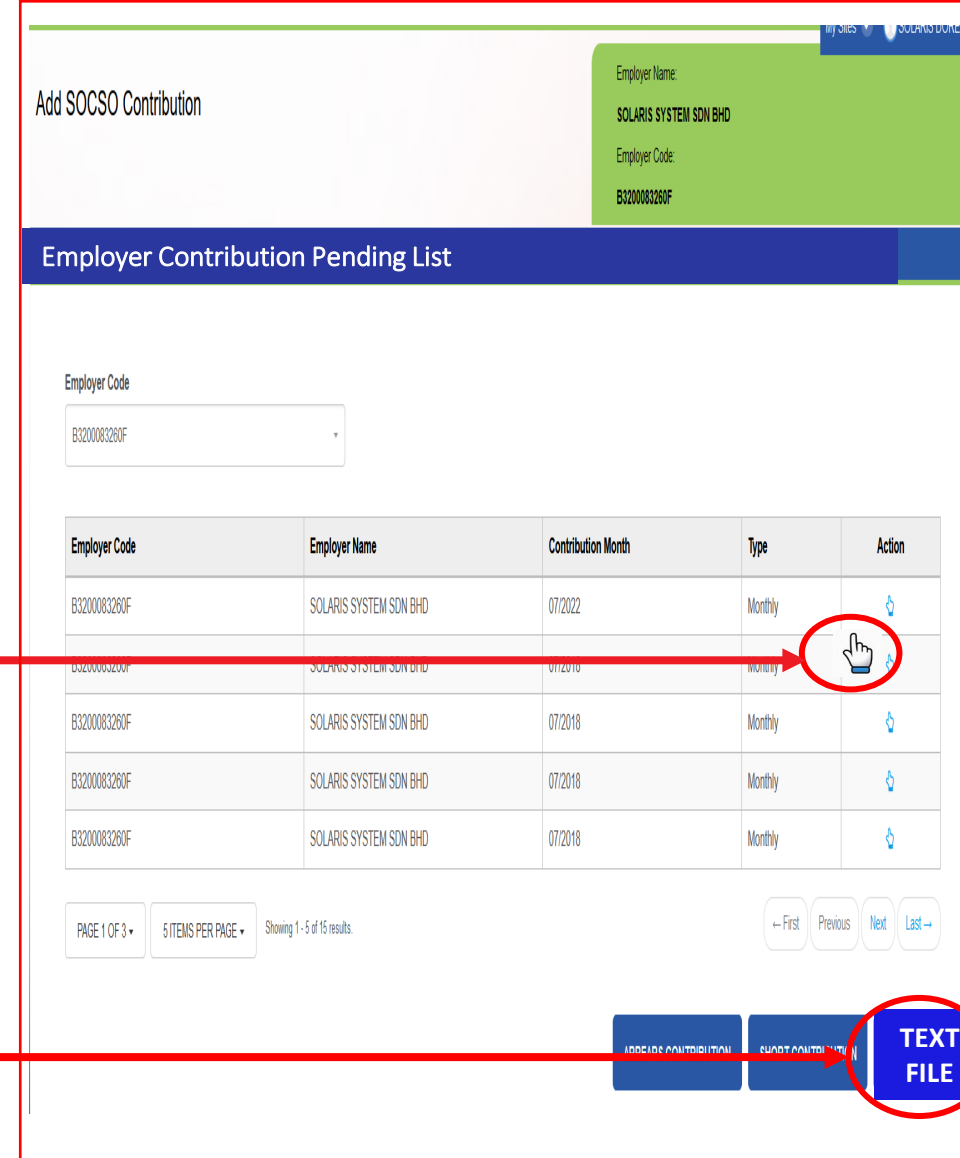


2
i) Klik **Contribution**
ii) Pilih **SOCSCO**
iii) Pilih **New Submission**

3a
Klik  untuk kemaskini maklumat pekerja. Sambung Langkah 4a.

ATAU

3b
Klik **TEXT FILE** untuk kemaskini pekerja secara batch. Sambung Langkah 4b.



QRG 2 (ii) : Kemaskini Data Pekerja SOCSO (sambungan)

No.	Identification Type	Identification No.	Employee Name	Status	Start/End Date	Salary (RM)	Amount (RM)	Action
1	New IC Identification	751210145679	BEH YOU HONG	--		0.00	0.00	
2	New IC Identification	770804016157	CHEW KHA PHAU	--		0.00	0.00	
3	New IC Identification	620609015024	GEY HUI NIAP	--		0.00	0.00	

4a

Klik  untuk kemaskini maklumat gaji pekerja.

ATAU

4b

- Klik **Choose File**. Pilih teks fail yang mengandungi senarai pekerja.
- Klik **Upload**
- Klik **Next**

5

- Klik **Save Draft**
- Klik **Complete**

6

- Klik **Submit**
- Klik **Confirm**

successfully save

Add Contribution

Submission Contribution Information

Medium

Text File

Text File

Choose File

Upload

Contribution Summary

Employer Code	Contribution Month	Total Employee(s)	Total Amount (RM)	Action
		Total Employee(s) :	0	
		Total Amount (RM) :	0.00	

Next

7	New IC Identification	820121066083	TAN CHIN AIK	--		0.00	0.00	
8	New IC Identification	851211016172	TAN SIN JYE	--		0.00	0.00	

PAGE 1 OF 1 | 10 ITEMS PER PAGE | Showing 8 results.

← First Previous Next Last →

Total Employee(s): 1

Total Contribution Amount (RM): 43.90

BACK

SAVE DRAFT **COMPLETE**

Medium	Employer Code	Employer Name	Contribution Month	Type	Total Employee(s)	Contribution Amount (RM)	Employee(s) Details	Action
8A	E1100060233Z	WISEYES SOLUTIONS SDN. BHD.	08/2017	Arrears	1	43.90	Complete	 

Total Contribution Amount (RM): 43.90

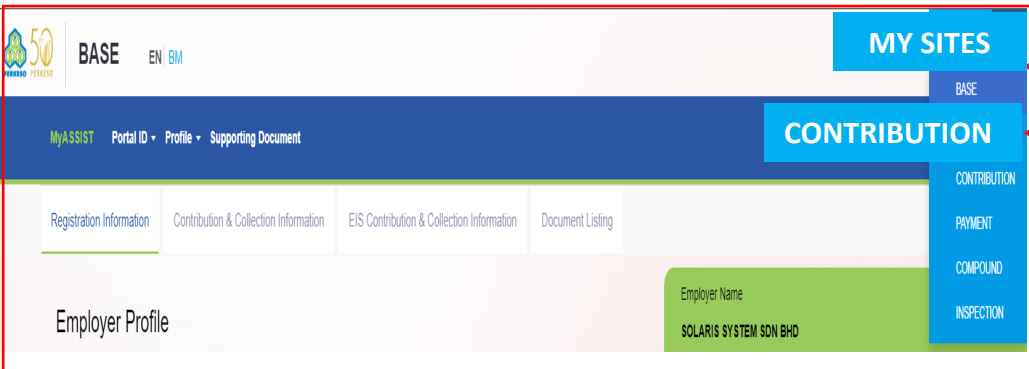
SUBMIT

CONFIRMATION

Proceed for Submission?

CANCEL **CONFIRM**

QRG 2(iii) : Kemaskini Data Pekerja EIS



1

- i) Klik **My Sites**
- ii) Pilih **Contribution**

2

- i) Klik **Contribution**
- ii) Pilih **EIS**
- iii) Pilih **New Submission**

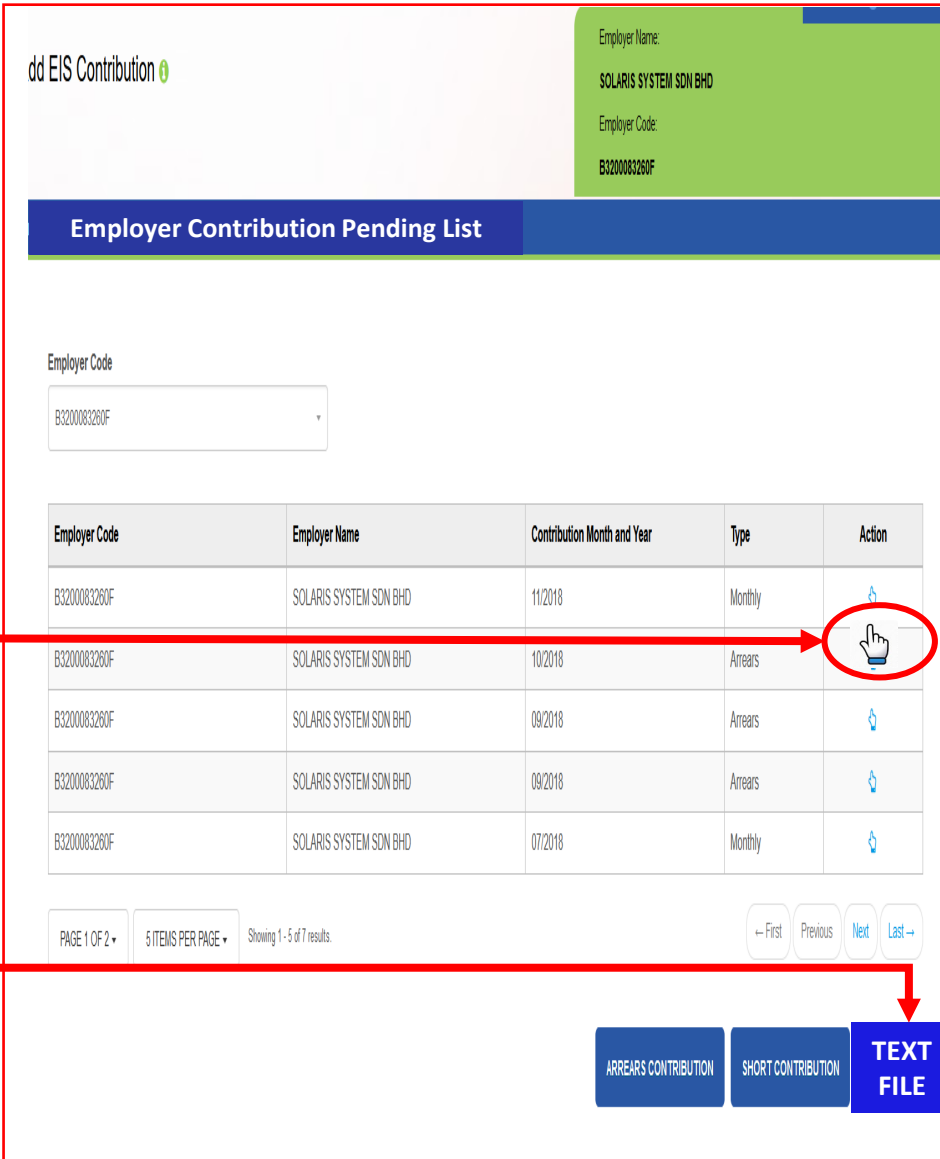
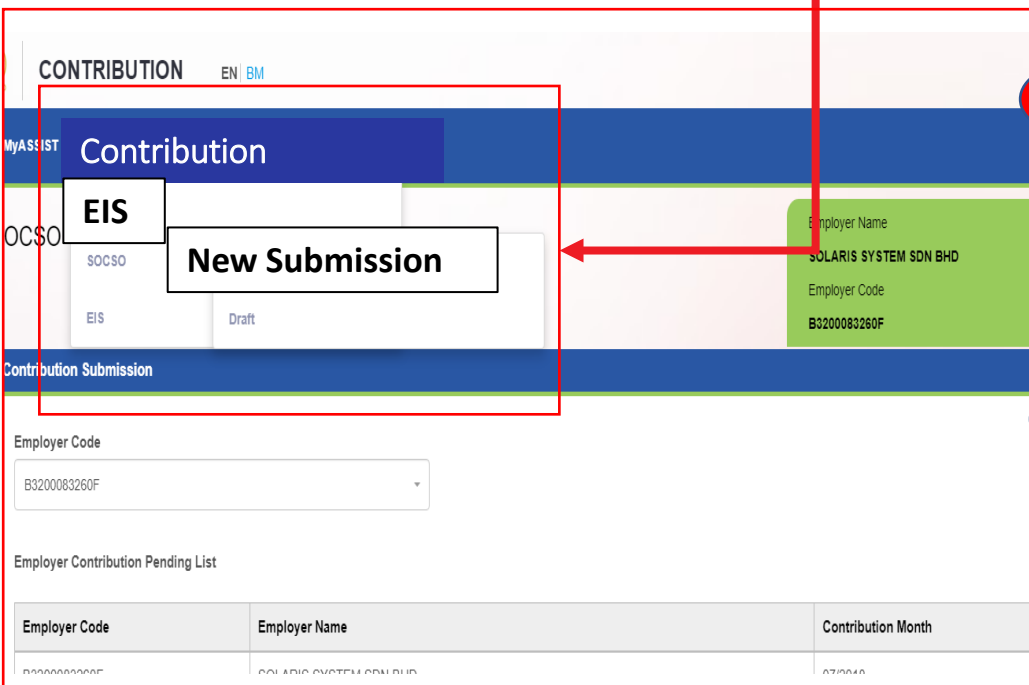
3a

Klik  untuk kemaskini maklumat gaji pekerja. Sambung Langkah 4a.

ATAU

3b

Klik **TEXT FILE** untuk kemaskini pekerja secara **batch**. Sambung Langkah 4b.



QRG 2 (iii): Kemaskini Data Pekerja EIS (sambungan)

Search • Employer Contribution • FCLB • My Sites • STEVEN CHOONG

Add Contribution

Employer Name: WISEYES SOLUTIONS SDN. BHD.
Employer Code: E1100050233Z

Employer Contribution Pending List

Employer Code: E1100050233Z

Employer Code	Employer Name	Contribution Month	Type	Action
E1100050233Z	WISEYES SOLUTIONS SDN. BHD.	08/2017	Arrears	
E1100050233Z	WISEYES SOLUTIONS SDN. BHD.	04/2017	Arrears	

ARREARS CONTRIBUTION SHORT CONTRIBUTION TEXT FILE

IC Identification	IC Number	Name	Age	Gender	Contribution Amount (RM)	Total Amount (RM)	Action
7	New IC Identification	820121065083	TAN CHIN AIK	--	0.00	0.00	
8	New IC Identification	851211016172	TAN SIN JYE	--	0.00	0.00	

PAGE 1 OF 1 • 10 ITEMS PER PAGE • Showing 8 results

First Previous Next Last

Total Employee(s): 1
Total Contribution Amount (RM): 43.90

BACK

SAVE DRAFT COMPLETE

4a

- Klik untuk kemaskini data pekerja
- Klik untuk kemaskini maklumat gaji pekerja
- Klik **Save Draft & Complete**. Seterusnya rujuk Langkah 5

ATAU

4b

- Klik **Text File**. Jika ramai pekerja
- Klik **Choose File**. Pilih teks fail yang mengandungi senarai pekerja.
- Klik **Upload**
- Klik **Next**. Rujuk Langkah 5

5

- Klik **Submit**
- Klik **Confirm**

E2101003421P DEEN UDA DARA RESOURCES 12/2019 Arrears

E2101003421P DEEN UDA DARA RESOURCES 11/2019 Arrears

E2101003421P DEEN UDA DARA RESOURCES 10/2019 Arrears

E2101003421P DEEN UDA DARA RESOURCES 09/2019 Arrears

E2101003421P DEEN UDA DARA RESOURCES 08/2019 Arrears

E2101003421P DEEN UDA DARA RESOURCES 07/2019 Arrears

E2101003421P DEEN UDA DARA RESOURCES 06/2019 Arrears

E2101003421P DEEN UDA DARA RESOURCES 05/2019 Arrears

E2101003421P DEEN UDA DARA RESOURCES 04/2019 Arrears

PAGE 1 OF 2 • 10 ITEMS PER PAGE • Showing 1 - 10 of 13 results

First Previous Next Last

(i) Text File

Employer Contribution

Add Contribution

Employer Name: Y1 SOON RAGMATOR ENTERPRISE
Employer Code: F8401001171V

Submission Contribution Information

Medium: Text File

Text File:

(ii) Choose File (iii) Upload

Contribution Summary

Employer Code	Contribution Month	Total Employee(s)	Total Amount (RM)	Action
		Total Employee(s): 0	Total Amount (RM): 0.00	

(iv) Next

CONFIRMATION

Proceed for Submission?

CANCEL CONFIRM

Medium	Employer Code	Total (s)	Contribution Amount (RM)	Employee(s) Details	Action
8A	E1100050233Z	1	43.90	Complete	

Total Contribution Amount (RM): 43.90

SUBMIT

QRG 3 : Bayaran Dalam Talian SOCSO + EIS (FPX)



SOCSO + EIS Contribution Acknowledgement

Employer Name
SOLARIS SYSTEM SDN BHD
Employer Code
B3200083260F

Acknowledgement Contribution Received

Received Date
19/07/2022

ACR/ECR No.	Employer Code	Employer Name	Medium	Contribution Month	Total Employees	Total Amount (RM)
ACR072220008253	B3200083260F	SOLARIS SYSTEM SDN BHD	SA	07/2018	2	141.70
ECR072220005620	B3200083260F	SOLARIS SYSTEM SDN BHD	SA	07/2018	2	25.20

Total Combine Contribution Amount (RM): 166.90

BACK PRINT ACR/ECR **FPX PAYMENT**

1

Klik **FPX Payment** untuk bayar dalam talian

2

Pilih **ACR/ECR** yang hendak dibayar. Klik  untuk semakan

3

Klik **Add to Cart**

4

Klik **Proceed to Summary**

5

Klik **Continue**

6

i) Lengkapi maklumat **Business Model** :
Personal to Corporate/ Corporate to Corporate, Emel dan Bank
ii) Klik **Proceed**

PAYMENT EN BM

Electronic Funds Transfer • **FPX**

FPX Payment

Payment Cart

No.	Employer Code	Employer Name	Reference No.	ACT	Payment Type	Outstanding Amount (RM)	Action
1	A3100050614K	LEAPED SERVICES SDN BHD	ACR062220000281	SOCSO + EIS	Contribution	9,681.20	 

Total Amount (RM) 9,681.20

SEARCH PAYMENT CLEAR LIST **CONTINUE**

PAYMENT EN BM

Electronic Funds Transfer • **FPX**

FPX Payment

Payment Information

Search

No.	Payment Type	ACT	Reference No.	Amount (RM)	Total Amount (RM)	Outstanding Amount (RM)	Action
1	Contribution	SOCSO	ACR062220000281	9,180.40	9,180.40	9,180.40	 
2	Contribution	SOCSO	ACR062220000281	9,180.40	9,180.40	9,180.40	 
3	Contribution	SOCSO	ACR062220000281	173.30	173.30	173.30	 
4	Contribution	SOCSO + EIS	ACR062220000281	9,180.40	9,681.20	9,681.20	 
5	Contribution	SOCSO + EIS	ECR062220000215	1,490.00	1,490.00	1,490.00	 
6	Contribution	SOCSO + EIS	ACR062220000448	8,370.00	8,370.00	8,370.00	 
7	Contribution	SOCSO + EIS	ECR062220005620	3,670.00	12,040.75	12,040.75	 

PAGE 1 OF 1 5 ITEMS PER PAGE Showing 1 - 7 of 32 results

ADD TO CART **PROCEED TO SUMMARY**

FPX Payment

Payment Amount (RM) 68.80

Business Model Bank List

Personal to Corporate

Email Address

FPX Operating Hours: 24x7
FPX Information

By clicking on the "Proceed" button below, you agree to FPX's [Terms and Conditions](#).

* You must have Internet Banking Account in order to make transaction using FPX.
* Please ensure that your browser's pop up blocker has been disabled to avoid any interruption during making transaction.
* Do not close browser / refresh page until you receive response.

PROCEED

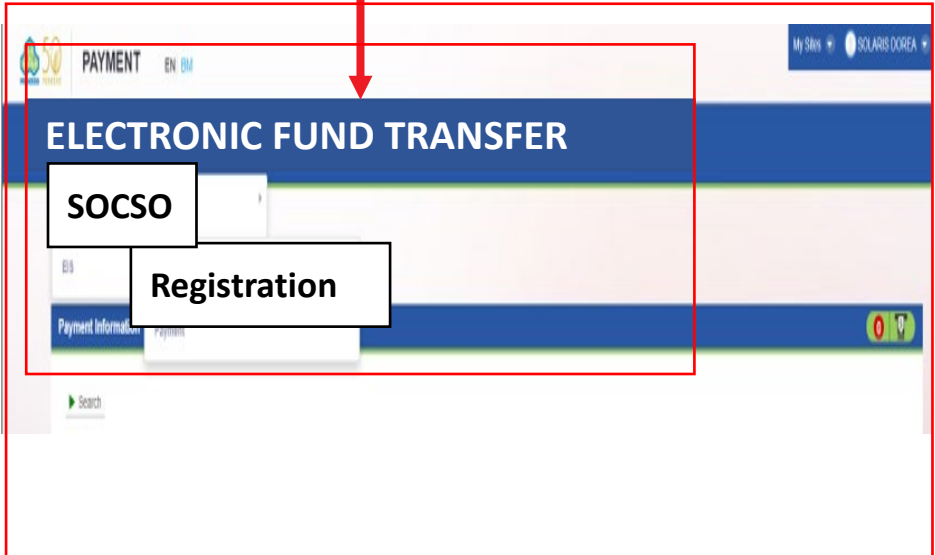
QRG 4 : Bayaran Dalam Talian (EFT)



MY SITES

- BASE
- REGISTRATION
- CONTRIBUTION
- PAYMENT**
- COMPOUND
- INSPECTION

Employer Name
TESTING SDN BHD



ELECTRONIC FUND TRANSFER

SOC SO

Registration

1 Klik **My Sites**

2 Pilih **Payment**

3 i) Klik **Electronic Fund Transfer**
ii) Pilih **SOC SO**
iii) Pilih **Registration**

4 Lengkapi maklumat seperti emel, nombor dihubungi dan nama pegawai

5 Klik **Submit**

"EFT Payment" has been successfully Updated.

Electronic Fund Transfer Registration

Employer Name
Travel D'Ensz Inc
Employer Code
F7400000077P

Employer Information

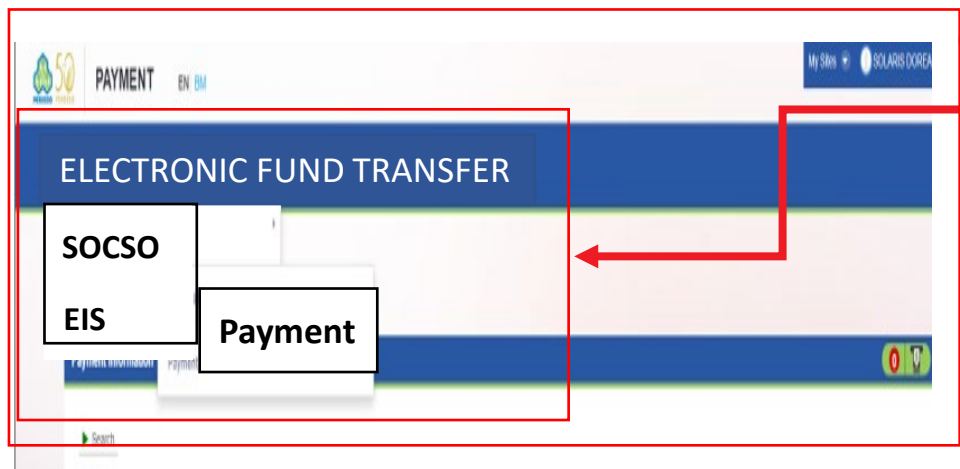
Employer Code	Employer Name	Address
F7400000077P	Travel D'Ensz Inc	

Email Address* Contact No.* Officer Name*

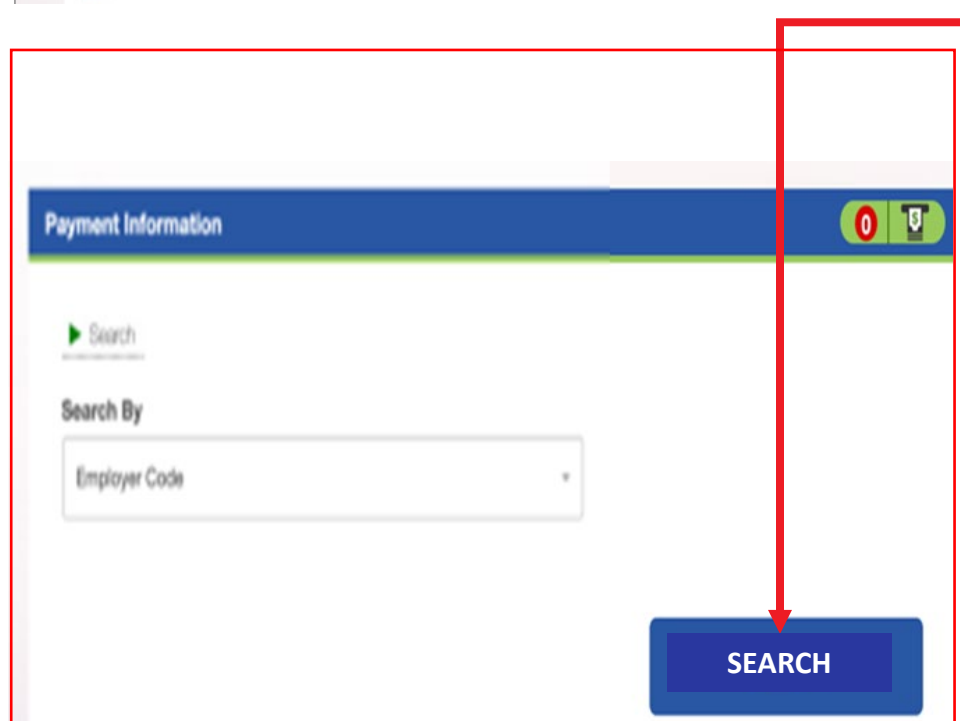
rk.house@gmail.com 123456789 DENZ

SUBMIT

QRG 4 : Bayaran Dalam Talian (EFT) (sambungan)



- 6
- i) Klik **Electronic Fund Transfer**
 - ii) Pilih **SOCSCO atau EIS**
 - iii) Pilih **Payment**



- 7
- Klik **Search** untuk cari detail nama/code majikan/ nombor ACR/ECR.

- 8
- i. Tanda ✓ rekod bayaran
 - ii. Klik  untuk semak rekod bayaran
 - iii. Klik **Add to Cart**
 - iv. Klik **Proceed to Summary**

MyASSIST Electronic Funds Transfer • Online Portal Payment

Electronic Fund Transfer Payment

Payment Information

Search

No.	Employer Code	Employer Name	Reference No.	Payment Type	Total Amount (RM)	Total Outstanding Amount (RM)	Action
(i) ✓	33144Y	MUTIARA PUSAT KEK DAN ROTI	ACR072190294700	Contribution	130.60	130.60	
	33144Y	MUTIARA PUSAT KEK DAN ROTI	ACR072190294702	Contribution	231.90	231.90	(ii) 
3	E1500010777P	KIDU KEDAI KEK & ROTI	ACR072190294699	Contribution	94.60	94.60	
4	E1500010777P	KIDU KEDAI KEK & ROTI	ACR072190294701	Contribution	47.30	47.30	
5	E2100003762P	IMEI KEK DAN ROTI	ACR112180091146	Contribution	646.80	646.80	

(iii) **ADD TO CART**

(iv) **PROCEED TO PAYMENT**

QRG 4 : Bayaran Dalam Talian (EFT) (sambungan)

Electronic Fund Transfer Payment

My Sites MACROCODE SDN. BHD

Payment To Be Paid

No.	Employer Code	Employer Name	Reference No.	Payment Type	Total Outstanding Amount (RM)	Action
1	E1500010777P	KOFU KEDAI KEK & ROTI	ACR072190294699	Contribution	94.60	

Total Amount (RM) 94.60

Payment Information

Payment Date*

Payment Reference No* Amount (RM)*

Payment Slip*

Choose File

BACK

CONTINUE

9

Masukkan maklumat bayaran **Payment Date, Reference No, Amount** dan muat naik **Payment Slip**

10

Klik **Continue**

11

Klik **Continue**

12

Skrin pengesahan dipaparkan. Resit bayaran akan diemel secara berasingan apabila pengesahan bayaran dilakukan

Electronic Fund Transfer Payment

Payment information

Payment Date	Payment Reference No.	Amount (RM)
08/08/2019	12345678	94.60

Payment Allocation

No.	Employer Code	Employer Name	Reference No.	Payment Type	Total Outstanding Amount (RM)	Allocation Amount (RM)	Action
1	E1500010777P	KOFU KEDAI KEK & ROTI	ACR072190294699	Contribution	94.60	94.60	

Payment Summary

Total Outstanding Amount (RM)	Total Payment Amount (RM)	Total Payment Outstanding Amount (RM)
94.60	94.60	0.00

BACK

CONTINUE

Your Submission Has Been Submitted for Approval

Employer Code: A3100000189M
Employer Name: CHUNG SUN MELON SEEDS FACTORY
Payment Date: 08/08/2019
Total Payment Amount: 94.60
Submission Case Number: COL08201900001395

QRG 5 : Bayaran di Kaunter Bank

Acknowledgement Contribution Received

My Sites MILLER MANKOF

Received Date

27/06/2018

ECR No.	Employer Code	Employer Name	Medium	Contribution Month	Type	Total Employee(s)	Contribution Amount (RM)	Employee(s) Details
ECR06218000033	E1302001222A	D'HOPE MARRIAGE SDN BHD	8A	06/2018	Monthly	5	61.00	Complete

1 Klik **Print ACR** atau **ECR Untuk Single**

PRINT

PROCESS TO PAYMENT

3

Sediakan cek



Majikan **HENDAKLAH** menggunakan 2 cek berasingan untuk **SOCSCO** dan **EIS Contribution**

4

Kunjungi bank berdekatan bersama cetakan **ACR/ECR Single** atau **Combine ACR/ECR** dan **CEK** bayaran.

SOCSCO + EIS Contribution Acknowledgement

Employer Name

LEAPED SERVICES SDN BHD

Employer Code

A210005014K

Acknowledgement Contribution Received

Received Date

21/07/2022

ACR/ECR No.	Employer Code	Employer Name	Medium	Contribution Month	Total Employee(s)	Total Amount (RM)
ACR072220005931	A310005014K	LEAPED SERVICES SDN BHD	8A	04/2021	1	88.80
ECR072220005931	A310005014K	LEAPED SERVICES SDN BHD	8A	04/2021	1	15.80

Total Combine Contribution Amount (RM): 104.60

BACK

PRINT ACR/ECR

FPX PAYMENT

2 Klik **Print ACR/ECR Untuk Combine SOCSCO dan EIS**

ACR122170005965

PERKESO
Pertubuhan Keselamatan Sosial
Menara PERKESO, No. 281, Jalan Ampang, 50558 KUALA LUMPUR

CONTOH ACR (Akta 4)

RECEIVED

Na. 1033K

JORBELL MARRIAGE SDN BHD
TWO LEAF SUITE II, 12, JALAN KAPAR
TAMAN MERA, 41200 KLANG
SELANGOR

CONTRIBUTION DETAILS

Medium : PORTAL

TYPE	PERIOD	TOTAL EMPLOYEE	AMOUNT(RM)
Monthly	12/2017	2	206.40
		TOTAL	206.40

Date : 19/12/2017

Computer generated receipt and requires no signature.

ECR062180000342

PERKESO
Pertubuhan Keselamatan Sosial
Menara PERKESO, No. 281, Jalan Ampang, 50558 KUALA LUMPUR

CONTOH ECR (Akta 800)

EMPLOYEE CONTRIBUTION

Code :
Name :

CONTRIBUTION DETAILS

PERIOD	TOTAL EMPLOYEE	AMOUNT(RM)	
04/2021	5	61.00	
		TOTAL	61.00

Date : 27/06/2018 16:21:30

Remark : ECR number will be made available at bank counter the next operation day for submission of Contribution before 6.00PM.

Computer generated receipt and requires no signature.

PERKESO
Pertubuhan Keselamatan Sosial
Menara PERKESO, No. 281, Jalan Ampang, 50558 KUALA LUMPUR

CONTOH Combine SOCSCO + EIS Contribution

SOCSCO + EIS CONTRIBUTION

EMPLOYER DETAILS

Code :
Name :

CONTRIBUTION RECEIVED (ACR) DETAILS

PERIOD	TOTAL EMPLOYEE(S)	TOTAL AMOUNT(RM)
04/2021	1	88.80

EIS CONTRIBUTION RECEIVED (ECR) DETAILS

ECR NUMBER	CHANNEL	PERIOD	TOTAL EMPLOYEE(S)	TOTAL AMOUNT(RM)
ECR072220005931	PORTAL	04/2021	1	15.80

Date : 21/07/2022 15:03:23

Remark : ACR / ECR number will be made available at bank counter the next operation day for submission of contribution before 6.00pm by using separate cheque for both Acts.

Computer generated receipt and requires no signature.

QRG 6 : Batal ACR / ECR Atau Kedua-duanya

PAYMENT EN BM

MY SITES

Electronic Funds Transfer + FPX +

FPX Payment

Payment Information

INSPECTION 0

- 1 i) Klik **My Sites**
ii) Pilih **Payment**

No.	Payment Type	ACT	Reference No.	Amount (RM)	Total Amount (RM)	Outstanding Amount (RM)	Action
1	Contribution	SOC SO	ACR062220000192	582.90	582.90	582.90	
2	Contribution	SOC SO	ACR062220000193	69.80	69.80	69.80	
3	Contribution	SOC SO	ACR062220000310	98.80	98.80	98.80	

- 2 Paparan ACR/ECR yang telah dijana akan dipaparkan.

FPX Payment

Payment Information

Search

No.	Payment Type	ACT	Reference No.	Amount (RM)	Total Amount (RM)	Outstanding Amount (RM)	Action
1	Contribution	SOC SO	ACR062220000192	582.90	582.90	582.90	
2	Contribution	SOC SO	ACR062220000193	69.80	69.80	69.80	
3	Contribution	SOC SO	ACR062220000310	98.80	98.80	98.80	
4	Contribution	SOC SO	ACR0622200008053	15,424.00	15,424.00	15,424.00	
5	Contribution	SOC SO	ACR0622200000260	8,180.40	8,180.40	8,180.40	

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ADD TO CART

- 3 Klik  untuk membatalkan ACR/ECR atau kedua-duanya sekali.

- 4 Pilih samada ACR/ECR atau kedua-duanya untuk dibatalkan.

- 5 Klik **Confirm** untuk membatalkan ACR/ECR atau kedua-duanya

- 6 Notikasi akan dipaparkan sekiranya ACR/ECR atau kedua-duanya telah berjaya dibatalkan.

CONFIRMATION

Please select from below to remove:

	Reference No.	Amount (RM)
☐	ACR052220000160	3,440.40
☐	ECR052220000184	593.20

CANCEL CONFIRM

"Record" has been successfully removed

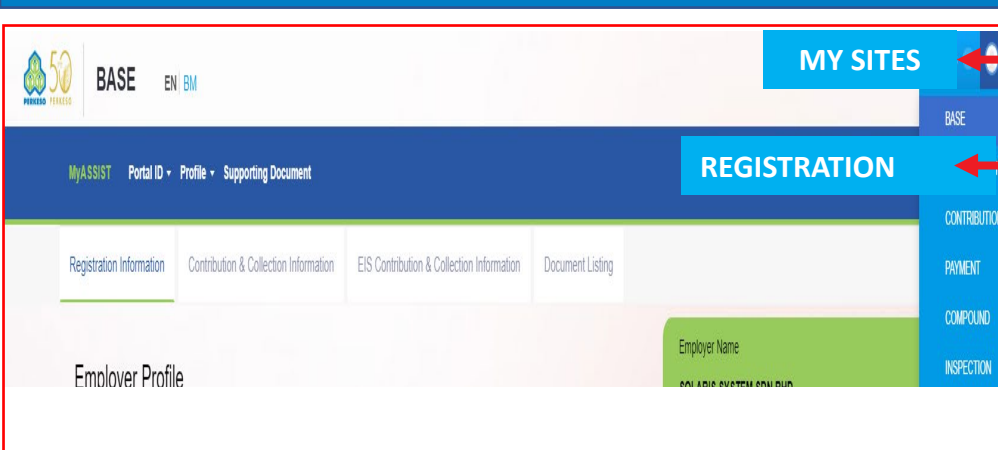
Payment Information

Search

No.	Payment Type	ACT	Reference No.	Amount (RM)	Total Amount (RM)	Outstanding Amount (RM)	Action
1	Contribution	SOC SO	ACR062220000192	582.90	582.90	582.90	
2	Contribution	SOC SO	ACR062220000193	69.80	69.80	69.80	

Majikan boleh membuat pembatalan ACR/ECR atau kedua-duanya yang telah salah dijana.

QRG 7 : Pendaftaran Penambahan Pekerja



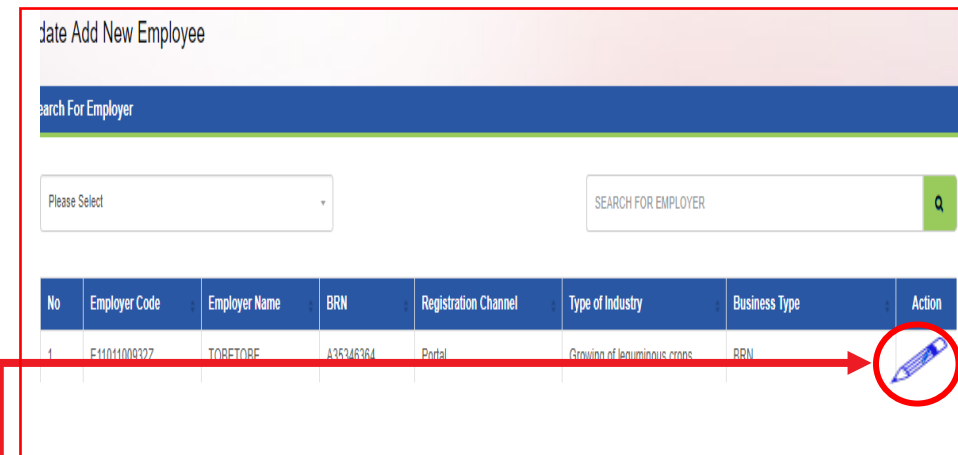
MY SITES

REGISTRATION

Registration Information Contribution & Collection Information EIS Contribution & Collection Information Document Listing

Employer Profile

- 1
- i) Klik **My Sites**
 - ii) Pilih **Registration**



Add New Employee

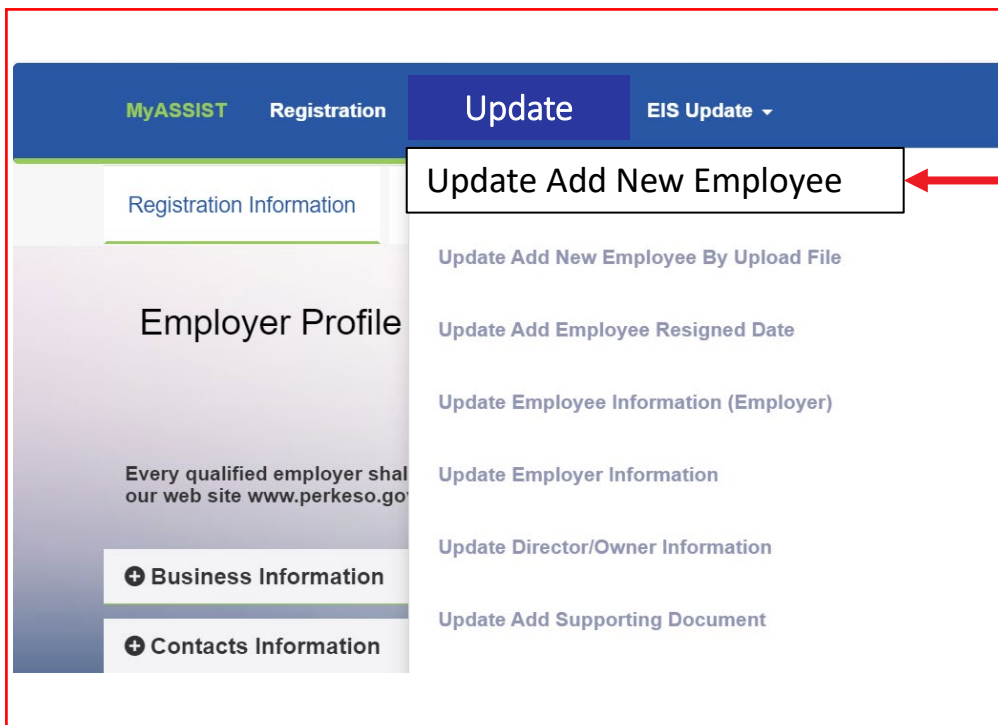
Search For Employer

Please Select

SEARCH FOR EMPLOYER

No	Employer Code	Employer Name	BRN	Registration Channel	Type of Industry	Business Type	Action
1	E11011000227	TORBETORE	A35346364	Portal	Growing of lanunuous crops	BRN	

- 2
- i) Klik **Update**
 - ii) Pilih **Update Add New Employee**



MyASSIST Registration Update EIS Update

Update Add New Employee

Update Add New Employee By Upload File

Update Add Employee Resigned Date

Update Employee Information (Employer)

Update Employer Information

Update Director/Owner Information

Update Add Supporting Document

Employer Profile

Every qualified employer shall register on our web site www.perkeso.gov.my

+ Business Information

+ Contacts Information

- 3
- i) Klik  untuk tambah pekerja.



New Employee(s) Listing

No.	Identification Type	Identification No. 	Date of Birth	Name of Employee 	Gender (M/F)	Application Status	Employment Start Date	Action
Record Not Found.								

ADD EMPLOYEE

New Foreign Employee(s) Listing

ADD FOREIGN EMPLOYEE

- 4
- Klik **Add Employee (Pekerja Tempatan)** atau **Add Foreign Employee (Pekerja Asing)**

QRG 7: Pendaftaran Penambahan Pekerja (sambungan)

Add Employee Information

Search Existing Employee

Identification Type *

New IC No.

Identification No



Employee Information

☐ Register New Employee

Identification Type *

New IC No.

Identification No. 

Old Identification No.

Name of Employee 

Date of Birth *

Age

Gender (M/F)

☒ Male

☐ Female

Race

Malay

Employment Start Date *

01/04/2021

Occupation (MASCO)

Please Select

Sub Occupation (MASCO)

Please Select

Sub Occupation List (MASCO)

Please Select

- 5
- i) Isi **no kad pengenalan**
- ii) Klik 
- iii) Data akan *auto populate* jika pekerja wujud

- 6
- i) Tick **Register New Employee** jika data pekerja tidak wujud
- ii) Lengkapkan maklumat

- 7
- i) Tekan **Save**

- 8
- i) *EIS start date* berdasarkan tarikh pekerja didaftarkan di Sistem ASSIST
- ii) Klik **Save & Continue**

Occupation (MASCO)

Please Select

Sub Occupation (MASCO)

Please Select

Sub Occupation List (MASCO)

Please Select

Nationality

Malaysia

Wages Exceed RM3000 Per Month Before 1st Jun 2016

☐ Yes

☒ No

Upload Identification Card

Choose File

No file chosen

Attention! If you change the name of employee, please request a copy of IC to upload.

Employee Application Status

Status

None

CLOSE

SAVE

MyASSIST

Registration

Update

Search

Listing

Request SSN

EIS Update

EIS Listing

Duplicate Information

Employer Information

Employee Information

EIS Employee Registration

Upload Supporting Document

Your request completed successfully.

EIS Employee Registration

Reference ID
CRN04202100001156

EIS Employee Listing(s)

No.	Identification Type	Identification No. 	Name of Employee 	Date of Birth	Application Status	Employer Start Date	EIS Start Date 	Action
1	New IC No.	630524107471	HASNOR BIN ISMAIL	24/05/1963	None	01/04/2021	05/04/2021	

BACK

SAVE & CONTINUE

QRG 7 : Pendaftaran Penambahan Pekerja (sambungan)

Uploaded Supporting Document(s) Listing

**ADD
DOCUMENT**

No.	Document	Description	Remarks	Uploaded Date	Action
-----	----------	-------------	---------	---------------	--------

Record Not Found.

BACK

**SAVE &
CONTINUE**

No.	Document	Description	Remarks	Uploaded Date
-----	----------	-------------	---------	---------------

Record Not Found.

BACK

CONFIRMATION

Proceed for Submission?

CANCEL

CONFIRM

SUBMIT

9

- i) Klik Add Document
- ii) Klik Save & Continue

10

Klik **Submit**

11

Klik **Confirm**



TERIMA

KASIH

PERKESO

UNTUK MAKLUMAT LANJUT, SILA LAYARI ATAU HUBUNGI :-



www.perkeso.gov.my



perkeso@perkeso.gov.my



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