

GARIS PANDUAN RINGKAS DAFTAR & BAYAR CARUMAN PEKERJA DOMESTIK MELALUI PORTAL ASSIST



QRG 1 : Mohon ID & Login Portal ASSIST (Pekerja Domestik)





QRG 2 : Pendaftaran Majikan



Image: Sign Sign Sign Sign Sign Sign Sign Sign	1 Klik My Sites dan pilih Registration	Domestic Worker's Information
MyASSIST	2 Klik REGISTRATION	Postal Address •
MyASSIS REGISTRATION EN BM MyASSIS REGISTRATION Search - Listing - Request SSN EIS Update - EIS Listing - Image: Comparison of the second seco	3 Business Registration's Information. Pilih maklumat pendaftaran seperti: i) Business Entity : Individual	State* City* Postcode*
Employer's Registration Form Data Source Information Data Source*	for Domestic Worker ii) Sub-Business Entity iii)Sub-Business Entity-List iv)Nationality v) Registration Number	Telephone No. Mobile No. +60 +0 +80 +0 +10 +0
Business Registration's Information		Email
Allotment Employer Code (AEC)? Business Entity Sub-Business Entity Sub-Business Entity List	Domestic Worker's Information. Pilih dan lengkapkan maklumat individu	Methods of Contribution Payment* Service Type Please Select
Business Entity* Sub-Business Entity* Sub-Business Entity*	majikan	Induction Information
Registration Number Registration Number Q	5 Induction Information. Pilih Induction Venue. Klik SAVE & CONTINUE	Induction Mormation Induction Venue Please Select SAVE & CONTINUE

QRG 3 : (i) Pendaftaran Pekerja Domestik Warganegara





QRG 3 : (ii) Pendaftaran Pekerja Domestik Asing



Employer Information Employee Information Upload Supporting Document Form 2 - Employee's Registration Form Reference ID CRM05202100125762	1 New Foreign Employee(s) Listing. Klik ADD FOREIGN EMPLOYEE Uptood Passport No.* Passport Start Date* Passport End Date* Uptood Passport
New Foreign Employee(s) Listing ADD FOREIGN EMPLOYEE Add Foreign Employee Information	 2 Search Existing Employee. Isi Identification No. Klik Q 3 Foreign Employee Information i) Tanda Register New Foreign Employee
Note: Foreign domestic worker who are still covered under any insurance relating to employment injury and invalid y before 1 Jur from 1 June 2022, all foreign domestic workers must be registered with SOCSO. Search Existing Employee Identification Type • SSFW / SSFDW Foreign Worker No.	 ii) Lengkapkan semua maklumat mandatory bertanda (*) pekerja Validity Period of Passport & Desa (Demuit Lenghaphan lang
Foreign Employee Information Register New Foreign Employee SSFW / SSFDW Foreign Worker No. Name of Employee 🕽 •	 Pass/Permit. Lengkapkan maklumat Pasport & Pass/Permit Particulars of Next of Kin. Lengkapkan semua maklumat Foreign Employee Application Status New Foreign Employee(s) Listing
Gender (M/F) • Male Relationship with Employee • Please Select *	6 New Foreign Employee(s) Listing. Maklumat pekerja telah dikemaskini. Ulang Langkah 1-4 untuk tambah pekerja

QRG 4 : Muatnaik Dokumen Sokongan Pendaftaran





QRG 5 : Kemaskini Data Caruman Pekerja Akta 4





QRG 6 : Kemaskini Data Caruman Pekerja Akta 800





QRG 7 : Bayaran Dalam Talian (FPX)



QRG 8 : Bayaran di Kaunter Bank



AMOUNT(RM

15.80

15.80



counter the next operation day for submission of

Contribution before 6.00PM.

Pastikan terima resit dari kaunter

3

bank

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



