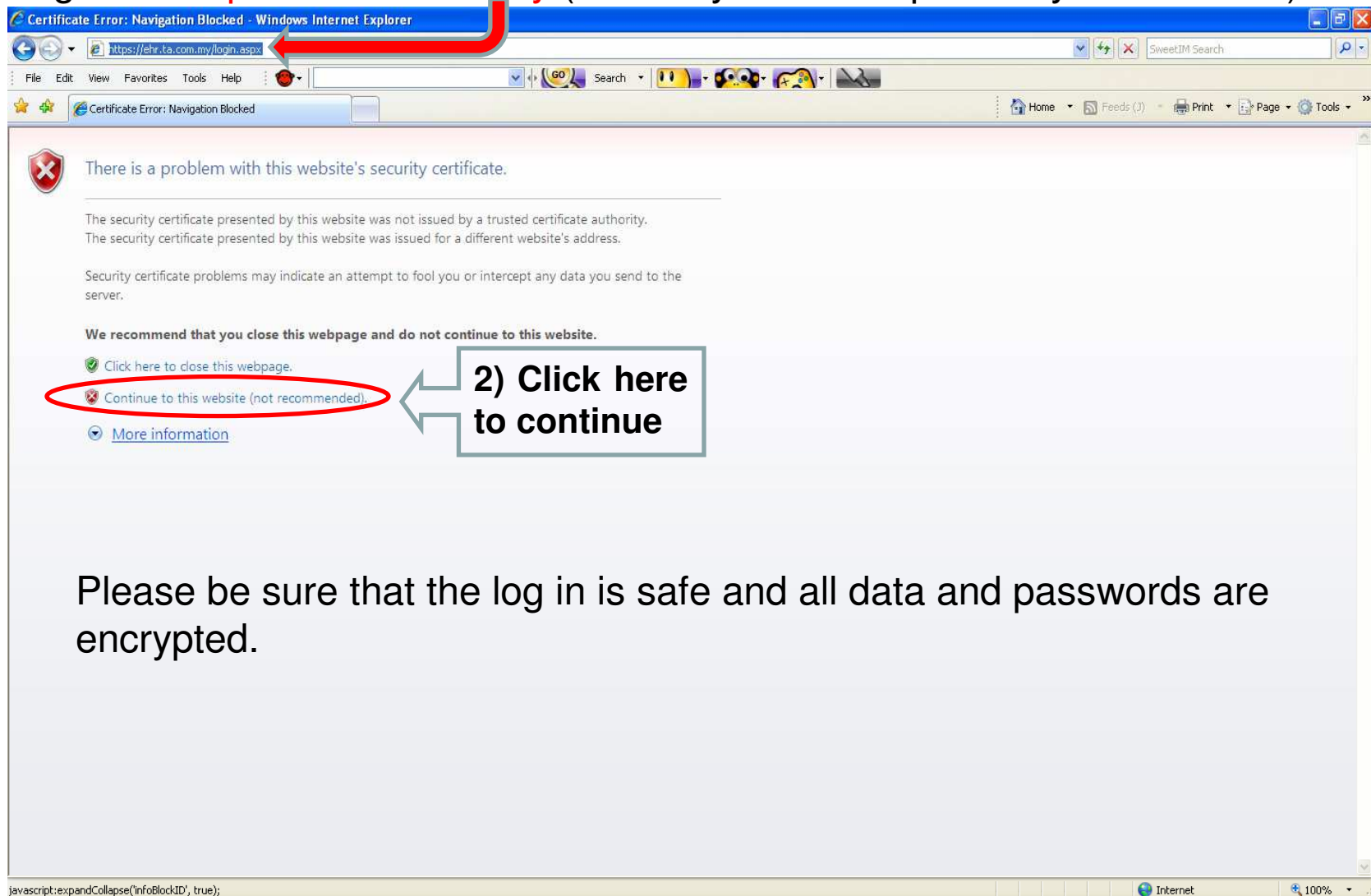


How to Generate the EA Form

Go to Internet Explorer – IE7 Preferred

1) → Login to : <https://ehr.ta.com.my> (You may want to it put into your favorites)



Please be sure that the log in is safe and all data and passwords are encrypted.

How to Generate the EA Form

First Time login – for staff

User / Employee Code : Your employee number (le. E20114, F12345, C24680)

Password : Last 5 digits of your IC Number (770707-07-7070) - **77070**



The screenshot shows the JINJI Login Page in Internet Explorer. The page has a green background with the TA GROUP OF COMPANIES logo. The login form includes the following fields and elements:

- Text: "Please enter your Employee ID and Password"
- Text: "User/Employee Code" with input field containing "E10112"
- Text: "Password" with input field containing "*****"
- Text: "LOGIN" button
- Text: "[Forgot password]" link
- Text: "Click here to change the theme:" with five color swatches
- Text: "Copyright © 2008 SoftFac Technology Sdn Bhd. All Rights Reserved Powered by SoftFac"

A callout box on the right side of the page contains the following information:

- User / Employee Code : E12345
- Password : *****

The system will prompt you to change to new password. New password should consist of min 6 digits with a mixture of numerals and alphabets.

How to Generate the EA Form

Click: Reports > Government > EA Form

The screenshot shows a web browser window displaying the JINJI Portal. The page title is "JINJI : Home Page - Windows Internet Explorer" and the URL is "https://ehr.ta.com.my/Home.aspx". The page content includes the TA ENTERPRISE BERHAD logo and the SofiFac JINJI Portal header. A navigation menu on the left lists various options: Leave Management, Reports, Payroll, Government, PCB 2, EA Form, and Medical Management. The main content area shows the breadcrumb path "Reports > Government > EA Form" and a "FILTERING" section with search criteria for Year and Category Field. A red error message "Company Code field is required..." is visible. Three white callout boxes with blue text and arrows point to the "Reports", "Government", and "EA Form" menu items, labeled "1) 'Reports'", "2) 'Government'", and "3) 'EA Form'" respectively.

How to Generate the EA Form

Choose your company code

1) Click the search button

2) Select your company

Company Code field is required...

Code	Name
TAE	TA ENTERPRISE BERHAD

How to Generate the EA Form

Choose the year

The screenshot shows the JINJI HRM system interface. The main window displays the 'EA Form' page with filtering options for Company Code (TAE) and Year. A calendar pop-up is shown, highlighting December 31 of the previous year (2010). Annotations include '1) Click the calendar button' and '2) Select 31 December of the previous year'.

1) Click the calendar button

2) Select 31 December of the previous year

How to Generate the EA Form

Select your category

The screenshot displays the JINJI Portal interface within a Windows Internet Explorer browser window. The browser's address bar shows the URL <https://ehr.ta.com.my/Home.aspx>. The page header includes the logo for TA ENTERPRISE BERHAD and the JINJI Portal branding. The main content area is titled "Reports > Government > EA Form" and features a "FILTERING" section. This section contains three input fields: "Company Code" with the value "TAE [TA ENTERPRISE BERHAD]", "Year" with the value "31/12/2010", and "By Category" which is a dropdown menu. The dropdown menu is open, showing a list of categories with "Employee" selected and highlighted in blue. A "PRINT" button is located below the filtering options. Two callout boxes with arrows provide instructions: "1) Click the drop down box" points to the dropdown arrow, and "2) Select 'Employee' category" points to the selected "Employee" option in the list. The browser's taskbar at the bottom shows the system tray with the date and time, and the taskbar includes icons for Internet Explorer and a 100% zoom level.

How to Generate the EA Form

Choose your category field

The screenshot displays the 'TA GLOBAL BERHAD' HRM system interface. The top right corner features the 'SoftFac JINJI Portal' logo and navigation links for 'Forum', 'Home', and 'Logout'. The main content area is titled 'Reports > Government > EA Form' and includes a 'FILTERING' section with the following fields:

- Company Code:** TAG [TA GLOBAL BERHAD]
- Year:** 31/12/2010
- By Category:** Employee
- Category Field:** (Empty)

A 'PRINT' button is located below the filtering options. A callout box with a blue arrow points to the 'Category Field' input, containing the text 'Click the search button'. The left sidebar contains navigation buttons for 'Leave Management', 'Reports', 'Payroll', 'Government', 'PCB 2', 'EA Form', and 'Medical Management'. The footer includes the copyright notice: 'Copyright © 2008 SoftFac Technology Sdn Bhd. All rights reserved. Powered by CMC'.

How to Generate the EA Form

Choose your category field

The screenshot shows the JINJI HRM system interface in Internet Explorer. The browser title is "JINJI : Home Page - Windows Internet Explorer" and the address bar shows "https://ehr.ta.com.my/Home.aspx". The page content includes a navigation menu on the left with items like "Leave Management", "Reports", "Payroll", "Government", "PCB 2", "EA Form", and "Medical Management". The main content area is titled "Reports > Government > EA Form" and contains a "FILTERING" section with the following fields:

- Company Code: TAE [TA ENTERPRISE BERHAD]
- By Category: Employee
- Category Field: CHU YOKE TING

Three numbered instructions are overlaid on the screenshot:

- 1) Click the search button (pointing to the search icon in the top right of the filtering area)
- 2) Select your name (pointing to the "CHU YOKE TING" entry in the Category Field list)
- 3) Click on the "▶" button (pointing to the right arrow button next to the Category Field list)

The status bar at the bottom of the browser shows "REPORT_E_EA.aspx" and "Internet" with a 100% zoom level.

How to Generate the EA Form

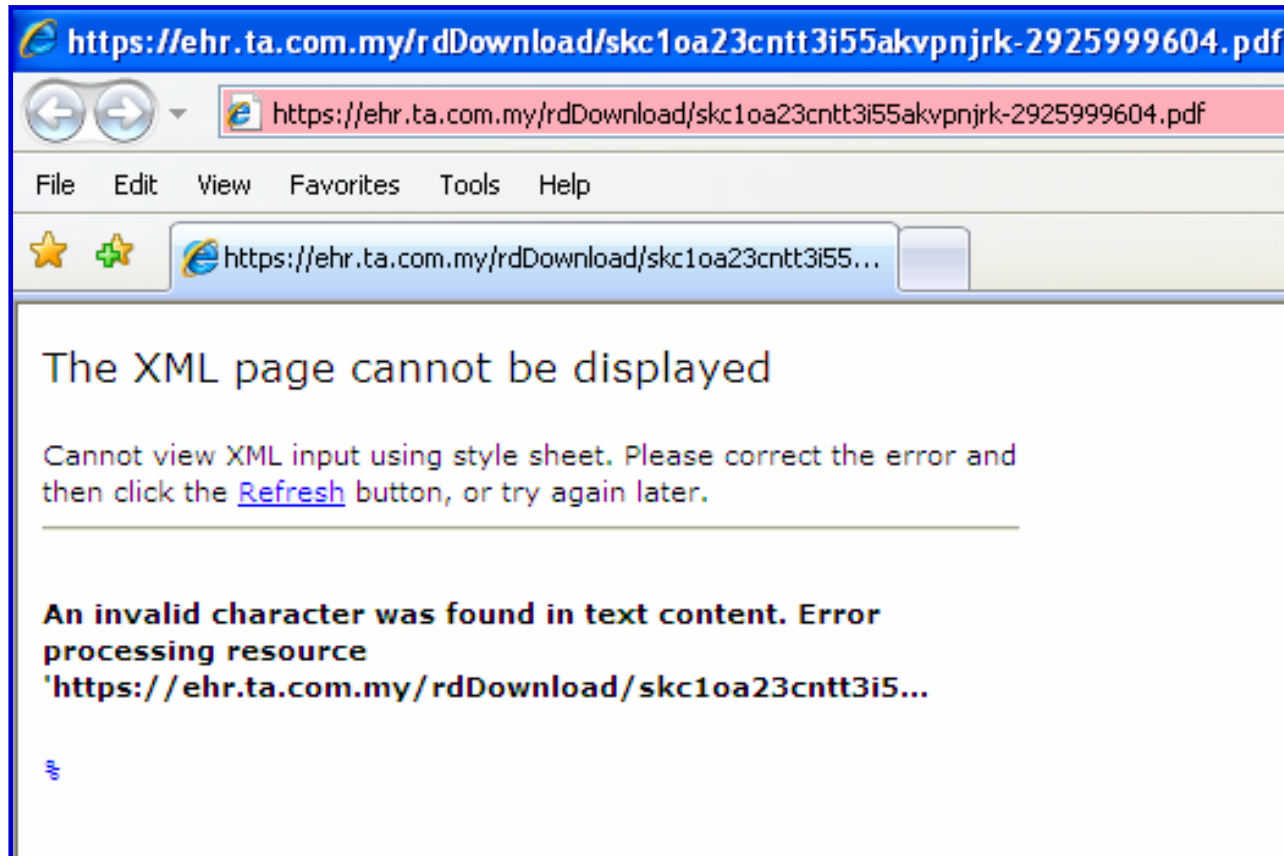
Choose your category field

The screenshot displays the JINJI HRM system interface within a Windows Internet Explorer browser. The browser's address bar shows the URL <https://ehr.ta.com.my/Home.aspx>. The page header includes the logo for TA ENTERPRISE BERHAD and the JINJI Portal logo. The main content area is titled "Reports > Government > EA Form" and features a "FILTERING" section with the following fields:

- Company Code: TAE [TA ENTERPRISE BERHAD]
- Year: 31/12/2010
- By Category: Employee
- Category Field: (Empty)

Below the filtering section, there is a "PRINT" button and a list of results. The first result is "CHU YOKE TING". A callout box with a blue border and white background points to the "PRINT" button, containing the text: "Click the 'Print' button to generate the EA form". The browser's status bar at the bottom indicates "Internet" and "100%" zoom.

How to Generate the EA Form



Upon attempting to print the EA Form, some employees may encounter the above error message. We have informed the IT department and they are in the midst of rectifying the situation. HR will update you via iConnect once the issue has been resolved.

How to Generate the EA Form

EA Form will be generated as follows

EA-m2.pdf - Adobe Reader

File Edit View Document Tools Window Help

1 / 1 97.8% Find

(CP. 8A - Pin. 2008) MALAYSIA **Penyata Gaji Pekerja SWASTA EA**

No. Siri (a) 59 CUKAI PENDAPATAN No. Rujukan Cukai Pekerja SG06064831-07(1)

No. Majikan E 3941388-08 PENYATA SARAAN DARIPADA PENGGAJIAN BAGI TAHUN BERAKHIR 31 DISEMBER 2010 Cawangan LHDNM

BORANG EA INI PERLU DISEDIAKAN UNTUK DISERAHKAN KEPADA PEKERJA BAGI TUJUAN CUKAI PENDAPATANNYA

A BUTIRAN PEKERJA

1. Nama Penuh Pekerja/Pesara (En./Cik/Puan) CHU YOKE TING

2. Jawatan SENIOR ASSOCIATE (TAE) 3. No. Kakitangan/No. Gaji E10112

4. No. K.P. Baru

5. No. K.P. Lama

6. No. KWSP 13201821

7. Jika bekerja tidak genap setahun, nyatakan:

(a) Tarikh mula bekerja 03/01/1994

(b) Tarikh berhenti kerja

B PENDAPATAN PENGGAJIAN, MANFAAT DAN TEMPAT KEDIAMAN (Tidak Termasuk Elaun/Perkuisit/ Pemberian/Manfaat Yang Dikecualikan Cukai) RM

1. Gaji kasar, upah atau gaji cuti (termasuk gaji lebih masa)		
Fi (termasuk fi pengarah), komisen atau bonus (Bonus bagi tempoh dari _____ hingga _____)		
Tip kasar, perkuisit, penerimaan sagu hati atau elaun-elaun lain (Perihal pembayaran _____)		0.00
Cukai Pendapatan yang dibayar oleh Majikan bagi pihak Pekerja		0.00
2. Nilai Manfaat atau kemudahan berupa barangan:		
(a) Kereta (Tarikh sebenar diperuntukkan _____) (i) Nilai kereta dan petrol		0.00
(Jenis _____ Tahun _____ Model _____) (ii) Nilai pemandu		0.00
(b) Elektrik, air, telefon dan kemudahan lain		0.00
(c) Nilai manfaat rumah tangga: (*Potong yang tidak berkenaan)		0.00
(i) Separuh lengkap dengan perabot/penyaman udara/angin/permudahkan, atau		0.00
(ii) Lengkap dengan perkakas dapur, pinggan mangkuk, peralatan atau perkakas, atau		0.00
(iii) Butiran berasingan: Perabot dan kelengkapan		0.00
Perkakas dapur		0.00
Hiburan dan rekreasi		0.00
(d) Pembantu rumah dan tukang kebun		0.00
(e) Manfaat lain yang disenaraikan		0.00

How to Generate the EA Form

Print the EA Form

1) Click the "File" button

2) Click the "Print" button to print

MALAYSIA
Penyata Gaji Pekerja SWASTA EA
CUKAI PENDAPATAN
No. Rujukan Cukai Pekerja SG06064831-07(1)
PENYATA SARAAAN DARIPADA PENGAJIAN Cawangan LHDNM
BAGI TAHUN BERAKHIR 31 DISEMBER 2010

INI PERLU DISEDIAKAN UNTUK DISERAHKAN KEPADA PEKERJA BAGI TUJUAN CUKAI PENDAPATANNYA

(Puan) CHU YOKE TING
NOMOR (TAE) E10112
Tarikh: 3/01/1994

FAKTA DAN TEMPAT KEDIAMAN (Tidak Termasuk Elaun/Perkuisiti/ Dukai)	RM
Masuk gaji lebih masa	
atau bonus (Bonus bagi tempoh dari _____ hingga _____)	
atau hati atau elaun-elaun lain (Perihal pembayaran _____)	0.00
Cukai Pendapatan yang dibayar oleh Majikan bagi pihak Pekerja	0.00
2. Nilai Manfaat atau kemudahan berupa barangan:	
(a) Kereta (Tarikh sebenar diperuntukkan _____) (i) Nilai kereta dan petrol	0.00
(Jenis _____ Tahun _____ Model _____) (ii) Nilai pemandu	0.00
(b) Elektrik, air, telefon dan kemudahan lain	0.00
(c) Nilai manfaat rumah tangga: (*Potong yang tidak berkenaan)	0.00
(i) Separuh lengkap dengan perabot/penyaman udara/ 'langsir' /permaidani, atau	0.00
(ii) Lengkap dengan perkakas dapur, pinggan mangkuk, peralatan atau perkakas, atau	0.00
(iii) Butiran berasingan: Perabot dan kelengkapan	0.00
Perkakas dapur	0.00
Hiburan dan rekreasi	0.00
(d) Pembantu rumah dan tukang kebun	0.00
(e) Manfaat khas percutian	0.00