# SST SALES TAX

# [1.0]

Crimsen [13/01/2022]



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REV. No	Nature of Change	Prepared By	Prepared Date	Reviewed & Approved by
1.0	Creation	Crimsen Than	13/01/2022	

Amendment Record



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# SCENARIO

The Sales and Services Tax (SST) has been implemented in Malaysia. The SST replaces the existing Goods and Services Tax (GST) and affects all domestic and import shipments.

The SST has two elements:

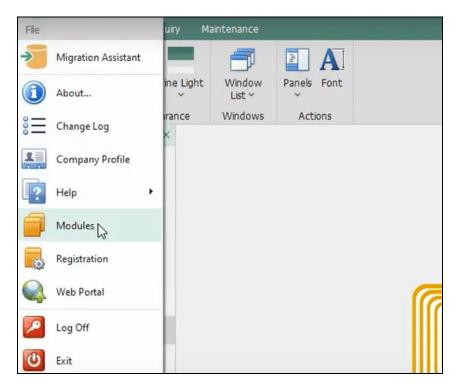
A Service Tax that is charged and levied on taxable services provided by any taxable person in Malaysia in the course and furtherance of business,

and a single stage Sales Tax levied on imported and locally manufactured goods, either at the time of importation or at the time the goods are sold or otherwise disposed of by the manufacturer.

# SOLUTION

#### **SETTING UP**

1. Files > Modules





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# 2. Tick GST/VAT/SST. Save & Close

길 Module Manager			- 🗆	×
Modules & Features			🔽 Tasks	^
Modules & Features	GST Group Registration     Finance Charge     Deposit     Advance Currency     Layout Customization     Batch Email Distribution     Landing Cost     Packing Lists     WTax     Stock Commission Group     Batch Number     Starter Pack Plus     Starter Pack     Free Edition     Itemized Project Knock-Off     User Default Setting     Partial Exemption	Cash Register Integration Maybank2e Credit Control QNE BizPay QNE BizPay Plus E-Commerce Apply Pricing Rule Packing UOM Property Management Post as Accrued AP Meter Billing Advance Manufacturing Cash Flow Forecast Advisor Finished Goods Produce Fixed Commission Rates Renewal System Packing UOM Summary	✓       Tasks         ↔       Apply Changes         ↔       Save & Close         ✓       Close	~
POS     Validation Manager     Points Management     User Defined Fields     GST Margin Scheme	Recurring Progress Invoicing Billing Approvals Control Customer / Supplier Item Stock Take	Consolidated Financial Reports		

# 3. Go to GST/SST Settings. Enter Date. Tick SST Registrant. Save

General Settings				SST	Options			
Taxable Period Category		2 Months	5	-				
Effective Date Filing Due Date		01/01/20	01/01/2021 ~ 31/03/2021 ~				🔿 Non SST Regi	
		31/03/20			SST Registrant			
De-registration Date				•				
Default Tax Code By Period	Preset Accounts	Free Gift	Partial Exemption	Adjustment	Exempt Supplies	Transactions' Tax Inclusive	Bank Charges	Options
] X ♥ 4   5   9	📄 📑 View Va	riants • (	0000	- 😡				
Effective Date From	Effective Date	То	Input Tax		Output Tax	Free Gift	Bank	Charges



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4. Upon saving, Tax Code Update will show

Please select 'Sales' or 'Services' depends on what your company is registered under. Click OK

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	and the second	red to create it; please define below tax rate:			
Sales/Purchase Tax Rate					
Service Tax Rate	0.0	00%			
Is your business related to s	ales or services?				
Sales		Services			
C ISBIESI					
GST - Tax Code Items					
			Tau (COT)	Ac a recult you have	an
option to set below previ	ously used Tax Codes for	ent of Malaysia will reintroduce Sales and Servic r GST as Inactive/Active. Please tick the check			
option to set below previ checkbox to set the tax a	ously used Tax Codes for	r GST as Inactive/Active. Please tick the check			

5. Go to GST/SST Accounts Setup. Click Apply. The purpose for this step is creating the GL Account under Chart of Account and assigned in Tax Code Posting (You can refer the result in step 6 and 7)

Annester								
Accounts								
		🖻 • 🖉						
reate	GLAccount	Account Code	Account Name	Acc	count Code SST-1000			
	SST-1000	SST-1000	SST SALES TAX		count Name SST SALES TAX			
	SST-2000	SST-2000	SST SERVICE TAX	-	Source name Source and			
	SST-5000	SST-5000	SST DEFERRED TAX	As	ssign GST Accounts			
	SST-3000	SST-3000	SST PURCHASE TAX		📄 📑 View Variants 🕶	o 💿 🖪 - 😼		
	SST-4000	SST-4000	SST EXPENSES SERVI		Name 🔺	Description	GLAccount	Current
	SST-6000	SST-6000	SST FROM SUPPLIER	•	✓ Tax Codes			
	SST-8000	SST-8000	SST PAYABLE ACCOU		ST-10%	Sales Tax (SST)	SST-1000	SST-1000
	SST-9000	SST-9000	SST OUTSTANDING S		ST-5%	Sales Tax (SST)	SST-1000	SST-1000
					ST-DA	Sales Tax(Designated Area)	SST-1000	SST-1000
					ST-EP	Sales Tax(Export)	SST-1000	SST-1000
					ST-GEX	Sales Tax(Goods Exempted From Tax)	SST-1000	SST-1000
					ST-PA	Sales Tax(Persons Exempted From Payment Of T	SST-1000	SST-1000
					ST-PB	Sales Tax(Persons Exempted From Payment Of T	SST-1000	SST-1000
					ST-PC1	Sales Tax(Persons Exempted From Payment Of T	SST-1000	SST-1000
					ST-PC2	Sales Tax(Persons Exempted From Payment Of T	SST-1000	SST-1000
					ST-PC3	Sales Tax(Persons Exempted From Payment Of T	SST-1000	SST-1000
					ST-PC4	Sales Tax(Persons Exempted From Payment Of T	SST-1000	SST-1000
					ST-PC5	Sales Tax(Persons Exempted From Payment Of T	SST-1000	SST-1000
					ST-SA	Sales Tax(Special Area)	SST-1000	SST-1000
					STU-10%	Sales Tax (SST) – Goods For Own Used/Disposed	SST-1000	SST-1000
					STU-5%	Sales Tax (SST) – Goods For Own Used/Disposed	SST-1000	SST-1000



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- 6. Go to General Ledger > Chart of Accounts.

Type and search SST. Notice that SST GL account codes have been applied

Cł	hart Of Accounts				
SS	st	Find Clear			
	Description	Account Code	MSIC Code	SA	Currency
•	V 😴 LESS: COST OF SALES	COG			
	SST PURCHASE TAX				RM
	V S LESS: EXPENSES	EXP			
	SST EXPENSES SERVICE TAX	SST-4000			RM
	V S CURRENT ASSETS	BCA			
	SST FROM SUPPLIER DEPOSIT	SST-6000			RM
	SST OUTSTANDING SERVICE TAX	SST-9000			RM
	V 😴 CURRENT LIABILITIES	BCL			
Ì	🔹 SST SALES TAX	SST-1000			RM
	SST SERVICE TAX	SST-2000			RM
ľ	SST DEFERRED TAX	SST-5000			RM
		SST-8000			RM

7. Go to Tax Codes. GL account is applicable in Posting Account column now.

Tax Codes				
Tax Codes				
Tax #	ST-10%			
Тах Туре	Standard-rated			v
Input/Output Tax	Output Tax	Ŧ	Rate	10.00%
Tax Description	Sales Tax (SST)			v
Posting Account	SST-1000: SST SALES TAX			X *
Deferred VAT Posting Account				Ŧ
✓ Default			✓ Active	
	Sales Tax (SST)			<u> </u>

System will post to the GL account according to the tax code as defined.



8. Go to File > Company Profile

<b>.</b>	i ~ 🙆 🔸					
File		y	Maintenance			
) <mark>ہ</mark>	Migration Assistant		<b>a</b>	H <sub>H</sub> I	<b>A</b> ]	
1	About	Fault Y	Window List ∽	Panels ~	Font	
	Change Log	ce X	Windows	Acti	ons	
1	Company Profile	Com	pany Profile	1		
?	Help •			·		
	Modules					
	Registration					
	Web Portal					
۹	Log Off					
C	Exit					

Update Sales Tax Register Number if you are register under Sales Tax Update Services Tax Register Number if you are register under Service Tax

🗊 Company	Profile			
Company Name	TESTINGDB_2021.0.0.3			
Reg No.	1234567	GST Reg No.		
GST Approval No.		PBT / Margin Sche	me No.	
Sales Tax Reg No.	000098765433		Service Tax Reg	No.
Details Logo Company Info	Preview JomPay			
Address 1	Ý	Phone 1	09-65432165	Phone 2
Address 2	2	Fax 1		Fax 2
Address 3	3	Contact Person	Lee	
Address 4	4	Email	support@qne.com.my	
Zip Code	12344	Home Page		



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9. Go to Company Info. Update SST Register Number under company letter head

Sales Tax Reg No.	000098765433	Service Tax Reg No.	
Details Logo Company Inf	0 Preview JomPay		
Reset to Default			
: Tahoma 👻		🛚 X² X₂ Change Case 🖌 🗛 🤥 A 🖃 🕂 🐇	
		🗏 🗏 Line Spacing * 🗄 🗄 🏣 🏧 🕮 ୩ 🖏 + 🗄 🔏 + 🗄 🍓 + 🗄	
: 💽 👻 : 🧰 🔹 🗄 Sel	ect * 🔢 🎲 + i Margins * Orientation * 🛅 * 🤇	Columns * Breaks * Line Numbers * + : 🚳 * + : 🔤 📰 📰 * : Borders * + :	
L		2 • • • • • • • • • • • • • • • • • • •	
1			
•		TESTING Company (1234567)	
-	No. 1	<u>SST Reg No. : 000098765433</u> 1, Jalan 2, Kawasan Perindustrian Tiga, 43000 Kajang Tal : -055422165	

#### SST SALES TAX

1. Go to Stock Item > Default GST/SST.

Stock Item  Stock # RM2 Stock Control Active Default Location  Stock Name RAW MATERIAL 2  Category  Group  Class  Created Date 14/10/2021  Details Multi-UOMs Stock Control Serial No Batch No Default GST/SST Sub-Code Stock Bundle Category  Input Tax  Output Tax  Output Tax	🧼 Stock Items						
Stock Name       RAW MATERIAL 2       Category         Image: Created Date       Group       Image: Created Date       Category         Created Date       14/10/2021       Image: Created Date       Preset Code       general         Details       Multi-UOMs       Stock Control       Serial No       Default GST/SST       Sub-Code       Stock Bundle       Customer Price       Picture       Note       Tiles       Others	Stock Item						
Group       Class         Created Date       14/10/2021         Details       Multi-UOMs         Stock Control       Serial No         Batch No       Default GST/SST         Stock Bundle       Customer Price         Picture       Note         Files       Others	Stock # RM2 Stock Control	🗸 Activ	9	Def	ault Location		
Created Date 14/10/2021  Class Preset Code general Details Multi-UOMs Stock Control Serial No Batch No Default GST/SST Sub-Code Stock Bundle Customer Price Picture Note  Files Others	Stock Name RAW MATERIAL 2			Cat	egory		
Created Date 14/10/2021   Preset Code general  Details Multi-UOMs Stock Control Serial No Batch No Default GST/SST Sub-Code Stock Bundle & Customer Price Picture Note  Files Others				Gro	up		
Details Multi-UOMs Stock Control Serial No Batch No Default GST/SST Sub-Code Stock Bundle 🥰 Customer Price Picture Note 🖆 Files Others				Clas	<b>5</b> 5		
	Created Date 14/10/2021 -	]		Pre	set Code	general	
	Details Multi-UOMs Stock Control Serial No Batch No	Default GST/SST Sub-Code	Stock Bundle	Customer Price	Picture Note	Files	Others
SST Tariff Code							



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2. Create SST Tariff Code for your item

Stock Items		New	Reload
길 Stock	Tariff Code	New	
Stock Item	▶ 0000.11.9999		
Stock # RM2			
Stock Name RAV			
Created Date 1			
Details Multi-UOMs			
Input Tax			
SST Tariff Code			*

3. Define Tariff Code accordingly. Save & Close the tariff code and stock item after defined.

Home E	Edit Task			
		8	<ul> <li>O</li> <li>O&lt;</li></ul>	×
New	Save Save and Save and New Close	Audit Reset View View Variants Trail Settings ~	Previous Next Record Search Record	Close
Records Creation	Save	View	Records Navigation	Close
Tarif	f Codes			✓ Active
Description 0000	).22.8888			



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4. Create Cash Sales. Insert Tax field by right click the title row and select Column Chooser

	1	Car		Calaa													
0	5	Cas	n	Sales													
Det	tails	Custome	r D	O Address Ot	thers Note	es (	Files	Info JomPay	,								
Cu	iston	ner							Curre	псу	MYR			Ŧ	Rate		
То	•								Atten	tion					Doc Date	[	14/10/2021
Те	erm		C.O.	.D.				,	Agen	t				*	C. Sales No	<b>.</b> [	CS00006
Lo	catio	n						,	Depo	sit To	CASH IN H	HAND		Ŧ	Cheque No	. [	
Ba	nk C	Charges 0.00							" Refer	ence No.					Post	To AR	Tax
Det	tails	Multi-Pay	ment	ts													
	S	an Item.		Imi	× 🕹	Ŷ	l I	6 6	) 🖞 🖪	View Variar	nts 🕶 🛛 💿	38	•	2			
	С	Stock Co	de	Description			Qty	UOM	Unit Pr	Disc	Amount	Net	_		_		
Þ	[												£	Show Group By	Box		
														Column Choose	er		
														Best Fit (all colu	imns)		
													T	Filter Editor			
														Show Find Pane	el 👘		
														Show Auto Filte	r Row		
													_				

5. Drag Tax, Tax Code and Tax Rate out from Column Chooser if the fields are not displayed by default. Repeat same steps for other transactions.

De	tails	Multi-Payments			
	S	can Item 🔳 🗙 🖞	🖗 🖕 🕼 🖤		🗐 🧐 📑 View Variants 🗸 💿 🥝 🚳 🚽 🕞 🔹 Ӣ
	C	Stock Code Description	Qty	IOU	Customization: Cash Sales Details X
•					Tax     Tax     Tax Class     Tax Class Value     Tax Class Value Ref     Tax Code     Tax Exd.
					Tax Exd.L  Add
					Remove



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6. Keyin stock item, quantity, unit price and tax code. Save

See.	Casl	n Sales														
Details	Custome	DO Addres	s Others	Notes	💾 Files	Info J	omPay									
Custo	mer				- Ci	irrency		MYR			Rate					1.000
То					At	tention					Doc Date	[	14/10/2021			
Term		C.O.D.			- Ag	jent					C. Sales N	lo. (	CS00006			
Locat	ion				* De	eposit To		CASH IN HAN	D		Cheque N	o. [				
Bank	Charges	0.00			Re	eference	No.				Post T	o AR	Tax	Inclusive	~	Rounding
Details	Multi-Pay	ments														
	ican Item.	. [10	X 🕹	· 🏠 🚺	ð 🥬	🖪 🍕	. 🛛 c	🕆 📄 View V	ariants 🔹 🙆	0 00						
C	Stock Co	Batch No	Descript	ion		Qty	NON	Unit	Tax Code	Tax	Tax Rate	Disc	Amo	Net	Serial No	
	RM1		RAW MA	TERIAL	1	1	UNIT(	S) 12.00	ST-10%	1.20	10.00%		12.00	13.20		
•	RM2		RAW MA	TERIAL	2	10	UNIT(	S) 5.50	ST-10%	5.50	10.00%		55.00	60.50		

# 7. View GL Transaction. Notice that system **Credit** to SST Sales Tax account

	Date	Account #	Account Name	Doc #	Reference No	Description	Debit 💌	Credit 🔻	From Acc
Þ	14/10/2021	SST-1000	SST SALES TAX	CS00006		CASH IN HAND		6.70	100-0100
	14/10/2021	700-0400	CASH IN HAND	CS00006			73.70		700-0400
	14/10/2021	100-0100	SALES	CS00006		CASH IN HAND		67.00	700-0400



8. Go to SST Sales Tax Return. Click New and OK

File Home Edit Info	View Tools Inquiry Maint	tenance		
	d/Remove Reset View View Variants Favorites Settings ~	Previous Next Record	rd Text to search P	Close
Records Creation	View	Records Navigation	Full Text Search	Close
Navigation 📑 🐺 🗙	🗟 Sales Tax Return 🛛 🛛			
GST/SST	🛐 Sales Tax Re	eturn		
Tax Codes     SST Advisor     GST/SST Settings	Taxable Start Date	?	Have you done the bank re	econciliation?
SST Returns Sales Tax Return Service Tax Return Default Priority Settings Tax Code Mapping Wi		Why do you By reconciled		
<ul> <li>General Ledger</li> <li>Customer</li> </ul>				OK
Supplier				
< Sales				
🛒 Purchases				
Stocks				
GST/SST				

9. Fill up taxable period. Then Save it, so that you do not need to fill the taxable period again later.

After this, click "Re-Generate Draft Data", system will display the result according to the SST tax codes as selected

Ta	axable Period						Status			
Ta	axable Start Date	01/09/2021	Taxable End Date	31/10/2021		Re-Generate Draft Data	() Draft		*	
D	ue Date	30/11/2021	*							
PA	RT B1 PART B2 PA	ART D PART E Event	Info							
~	ales Details									
S										
	📄 📄 View Varia	nts • 🔘 🔮 🖪 •	2							
	Document Date	nts • 💿 🕝 🖪 • Document Code	Doc Type	Stock	Description of Taxab	Custom Tariff Code	Tax Code	Value of Tax	Value of Goo	
	1		Doc Type SINV	Stock T	Description of Taxab RAW MATERIAL 1	Custom Tariff Code 0000.11.9999	Tax Code ST-10%	Value of Tax 12.00	Value of Goo	
	Document Date	Document Code	Doc Type						Value of Goo	



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10. Click Retrieve SST Reports SST-02

nfo	View	Tools	Inquiry	Maintenand	ce					
Sa	ve and S Close	ave and New	Audit Trail	Reset View Settings	View Variants	Retrieve SST Reports ~	Previou Record	s Next Record	ිම් Search	Close
	Save				View	SST-02	1	ecords Navigati	on	Close
Sale	es Tax Re	eturn	TESTIN	GDB_2021.	×	SST-02 Par	t B1			
	Sa	les Ta	x Ret	urn		L				

11. Notice tax amount at the Taxable Goods at 10% Rate in column 11 (b)

If you defined tax code for ST-5%, system will display the result in column 11 (a)

BAHAGIAN B2 : NILAI CUKAI YANG KENA KEGUNAAN SENDIRI) / PERKHIDMATAI PART B2 : VALUE OF TAX PAYABL SERVICES (SERV	N (PERKHIDMATAN DI	BERIKAN/KEG	GUNAAN S	SENDIRI)	
<ol> <li>Jumlah Nilai Jualan dan Cukai Yang Kena dibayar Mengiku Total Value of Tax Payable as Per Tax Rate.</li> </ol>	Nilai Jualan / Perkh	iidmatan Bercukai / an Kad	Kadar Cukai	Nilai Cuk	ai Kena Bayar
		e Sales / Service f Cards	Tax Rate		Tax Payable
<ul> <li>a) Barangan Bercukai Berkadar 5%. Taxable Goods at 5% Rate.</li> </ul>	RM	0.00	5%	RM	0.00
<ul> <li>b) Barangan Bercukai Berkadar 10%.</li> <li>Taxable Goods at 10% Rate.</li> </ul>	RM	79.00	10%	RM	7.90
c) Perkhidmatan Bercukai selain dari Kumpulan H Taxable Services other than from Group H.	RM	0.00	6%	RM	0.00

#### 12. Create Sales Credit Notes. Select Tax Code ST-5% for example

	Sale	s Credi	t Not	es														
Details	Custome	DO Address	Others	Note	s 🍈 Fi	les Info	•											
Custor	ner 700	-A001				•	То		1	ADVANCE	TRADING	SDN BHD			Doc Date	14	/10/2021	l
Curren	CY MYR					×	Rate	i l				1.0000	0000 Ex	change Rate	Credit Note N	IO. CN	2110/00	2
Locatio	on					-	Atte	ntion							Reference No	•		
Reason	n					¥	Ager	nt						*	Tax Inclusi	ve	Rou	nding
Details	Knockoff	1																
C Sc	an Item.	[test]	🗙 🕹	· 🏠	6		<ul> <li></li> <li></li> </ul>	9 2		View Varia	ants • 🛛 🌀	0 00		· 🕼				
C	Stock Co	Description			Batch N	o F.D	esc	Qty	l	MOU	Tax	Unit	Tax	Tax Code	Disc A	Amo	Net	Serial No
	RM2	RAW MATE	ERIAL 2				1		1 1	UNIT(S)	3.00	60.00	5.00%	ST-5%		60.00	63.00	



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# 13. View GL Transaction. Notice that system will Debit to SST Sales Tax account

G	GLTransaction							-	
	Date	Account #	Account Name	Doc #	Reference No	Description	Debit 💌	Credit 👻	From Acc
ŀ	14/10/2021	SST-1000	SST SALES TAX	CN2110/002		ADVANCE TRADING	3.00		100-0100
	14/10/2021	100-0100	SALES	CN2110/002		ADVANCE TRADING	60.00		700-A001
	14/10/2021	700-A001	ADVANCE TRADING	CN2110/002		SALES RETURNS		63.00	700-A001

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14. Go to **SST Sales Tax Return** again, notice that the taxable period already there.

Sales Tax Return												
	Taxable Start Date	Taxable End Date	SST BadeDebt Only	Return and Payment Due Date	Status							
	▶ 01/09/2021	31/10/2021		30/11/2021	3	Draft						

Click on "Re-Generate Draft Data" since new transactions has been added. Then click Retrieve SST Reports SST-02

S	Gave and Save and New Close	Audit Trail Reset View Settings		tetrieve Reports ~	us Next Record Search	Close		
	Save		View	SST-02	ecords Navigation	Close		
Sa	les Tax Return	TESTINGDB_2021.	× 🕺 Cash	SST-02 Part B1	- Cash S 🦉 Sales	Credit Notes 🤌 CN211	10/002 - Sal	
V	Sales Tax	Return						
Та	axable Period						Status	
Та	axable Start Date 01/	09/2021	Taxable End D	ate 31/10/2021	· ·	Re-Generate Draft Data	() Draft	
D	ue Date 30/	11/2021	*			Drait Data		
PAI	RT B1 PART B2 PART	D PART E Event In	fo		Contract of the second s		Datastration	
Sa	ales Details							
5	📑 📑 View Variants	• 🗿 🔮 🖪 •	2					
	Document Date	Document Code	Doc Type	Stock	Description of T	axab Custom Tariff Code	Tax Code	Value of Tax
	14/10/2021	INV00007	SINV	RM1	RAW MATERIAL	. 1 0000.11.9999	ST-10%	12.00
Þ	14/10/2021	CS00007	CS	RM2	RAW MATERIAL	. 2 0000.22.8888	ST-5%	60.00
	14/10/2021	CS00006	CS	RM1	RAW MATERIAL	. 1 0000.11.9999	ST-10%	12.00
	14/10/2021	CS00006	CS	RM2	RAW MATERIAL	. 2 0000.22.8888	ST-10%	55.00

	QNE TI	PS
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SOFTWARE	Doc No : 1	Page No: 14
KEGUNAAN SENDIRI) / PERKHIDMATAN	Credit Note in column 13 (a) DIBAYAR ATAS BARANGAN (JUALAN / PELU (PERKHIDMATAN DIBERIKAN / KEGUNAAN E FOR GOODS (SALES, DISPOSED, OWN US	SENDIRI)
	ICES PERFORMED / OWN USE) aut Kadar Cukai. Nilai Jualan / Perkhidmatan Bercukai /	
	Bilangan Kad Kadar Cuk Value of Taxable Sales / Service Tax Rate / No. of Cards	ai Nilai Cukai Kena Bayar Value of Tax Payable
a) Barangan Bercukai Berkadar 5%. Taxable Goods at 5% Rate.	RM 60.00 5%	RM 3.00
b) Barangan Bercukai Berkadar 10%. Taxable Goods at 10% Rate.	RM 79.00 10%	RM 7.90
c) Perkhidmatan Bercukai selain dari Kumpulan H Taxable Services other than from Group H.	RM 0.00 6%	RM 0.00
<ul> <li>d) Perkhidmatan Bercukai dari Kumpulan H Taxable Services from Group H.</li> </ul>	0 UNIT RM 25	RM 0.00
12) Jumlah Nilai Cukai Yang Kena Dibayar.* Total Value of Tax Payable.* (12) = [11(a) + 11(b)] ATAU / OR [11(c) + 11(d)]	RM	10.90
13) Amaun Potongan cukai Amount of Tax Deduction		
a) Potongan Cukai Melalui Nota Kredit * Tax Deduction from Credit Note *	RM	3.00
b) Potongan Cukai Jualan *		

#### SUBMIT SST RETURN

This is used to lock the Tax after making payment and complete the transaction at the custom portal

For Submission and Lock Taxable Period, Go to Edit > Submit SST Return

Info Resave	Unlock Taxable Sul	Inquiry Maintena	nce					
🗑 S	ales Tax Return	TESTINGDB_2021	ι. ×					
6		ax Return						
Т	axable Period						Status	
т	axable Start Date	01/09/2021	Taxable End Date	31/10/2021		Re-Generate Draft Data	Oraft	
0	ue Date	30/11/2021	•			brait baca		
PA	RT B1 PART B2 PA	ART D PART E Event	Info					
9	ales Details							
q	📄 📑 View Varia	ants • 🔘 🥝 🖪 •						
	Document Date	Document Code	Doc Type	Stock	Description of Taxab	Custom Tariff Code	Tax Code	Value of Tax
>	14/10/2021	INV00007	SINV	RM1	RAW MATERIAL 1	0000.11.9999	ST-10%	12.00
	14/10/2021	CS00007	CS	RM2	RAW MATERIAL 2	0000.22.8888	ST-5%	60.00
	14/10/2021	CS00006	CS	RM1	RAW MATERIAL 1	0000.11.9999	ST-10%	12.00
	14/10/2021	CS00006	CS	RM2	RAW MATERIAL 2	0000.22.8888	ST-10%	55.00



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16. Fill up information. Click Submit

eclaration Info				
Declaration Date	12/11/2021			
lame of Declarant	Ms Lee			
dentity Card / Passport No.	8201111-11-1112			
Designation of Declarant	Account Manager			
elephone No.	8943 0000			

17. Click Yes to confirm. System will generate the Journal Voucher automatically

1	Confirma	ition	N		
Do you wa	nt to generate t	he journal entry	for this tax retu	rn?	
				Yes	No



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18. Click Yes to open journal

? Success	
Journal entry has been generated successfully! Do you want to open the journal?	
	Yes No

# 19. System generates a Journal Entry & Posting the double entries

Dr SST Sales Tax

Cr SST Payable Account

	] Jour	nal Entries										
Jo	ournal											
D	escription	Being adjustment of SST Payab	le at the end of the taxable period Oct, 2	021					*	··· Doc Date	ate 31/10/202	
с	urrency	MYR					- Rate		1.000000	0 Journal #	JV2110/0	)02
р	Project											
	count 💾 Files	and an and a second sec										
	X 🖗 🖨		ints • 💿 🙆 🚳 🖪 • 🕼	Desite at	C	0.6	0.14	0.11		COT Due No	Creditabl	0.0
	Account	Account Name	Description	Project	Cost Centre	Reference/ T		Credit	Company Name	GST Keg. NO		Ke
•	SST-1000	SST SALES TAX	Being adjustment of SST Payable a				7.90				Payable	
	SST-8000	SST PAYABLE ACCOUNT	Being adjustment of SST Payable a					7.90			Creditable	

#### 20. Status of Sales Tax Return becomes Submitted

T	ixable Period							Status	
T	xable Start Date	01/09/2021	Taxable End Date	31/10/2021	-	-	Re-Generate Draft Data	🖌 Sut	omitted
D	ue Date	30/11/2021	•				Diarcouca		
PA	RT B1 PART B2 P	ART D PART E Event I	Info						
S	ales Details								
	📑 🕞 View Vari	ants • 🌀 🥝 🖪 •	<b>A</b>						
	Document Date	Document Code	Doc Type	Stock	Descripti	on of Taxab	Custom Tariff Code	Tax Code	Value of Tax
	14/10/2021	INV00007	SINV	RM1	RAW MA	TERIAL 1	0000.11.9999	ST-10%	12.00
Þ	14/10/2021			RM2	RAW MA	TERIAL 2	0000.22.8888	ST-5%	60.00
•	14/10/2021	CS00007	CS	Nº12	10				
•		CS00007 CS00006	cs	RM1		TERIAL 1	0000.11.9999	ST-10%	12.00



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21. Open back the transaction within taxable period.

Se	Casł	n Sales															
Details	Custome	r DO Address	Others	Notes	🖆 F	iles Info	o Jo	mPay									
Custo	mer	[			] -	Curren	cy		MYR					Rate			
То						Attent	ion							Doc Dat	e	14/10/2021	
Term		C.O.D.			*	Agent					-	C. Sales	No.	CS00007			
Locat	ion	-		-	Deposit To	CASH IN HAND		*	Cheque No.								
Bank	Charges	0.00				Refere	nce I	No.						Post	To AR	Tax	( Inclusive
Details	Multi-Pay	ments															
	can Item.	. [111]	X 🕹	4	67		6	9	7 8	View Va	ariants 🕶 🛛 🌀	000		9 - 19			
C	Stock Co	Batch No	Descriptio	on		Qt	Y	UOM	1	Jnit	Tax Code	Tax		Tax Rate	Disc	Amo	Net
•	RM2		RAW MA	TERIAL	2	_	N <sup>1</sup>	UNIT(	(S)	60.00	ST-5%		3.00	5.00%	,	60.00	63.00

22. Try Edit from quantity 1 to 2. Save.

S.	Casł	n Sales														
Details	Custome	r DO Address	Others	Notes	Files Inf	fo Jo	mPay									
Custo	mer			-	Curren	ncy		MYR			,	Rate				
То					Atten	tion						Doc Date	е	14/10/	2021	
Term		C.O.D.		-	Agent							C. Sales	No.	CS000	07	
Locat	ion			*	Depos	it To		CASH IN HA	ND			Cheque	No.			
Bank	Charges	0.00			Refere	ence M	lo.					Post 1	To AR		🗌 Tax	Inclusive
Details	Multi-Pay	ments														
🗋   S	can Item.	, III	X 🖗	🔶 🕼	9 5	6	0	🕆 📑 View	Variants •	0	0 00	🖬 • 🕼				
C	Stock Co	Batch No	Description	on	Qt	ty	MOU	Unit	Tax C	ode	Tax	Tax Rate	Disc		Amo	Net
•	RM2		RAW MA	TERIAL 2		2	UNIT(S	5) 60.0	0 ST-5%	6	6.00	5.00%			120.00	126.00



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23. System will not allow saving with a validation error message

$\sim$	Problems wer	e detected during data validation. Please read the information bek
$\sim$		I what the issues are and how you can correct them.
Target		Description
'CS00007' CS00007)	(Cash Sales,	Create/modify tax transaction in submitted taxable period is not allowed. Taxable period: 01/09/2021 - 31/10/2021.
		$\searrow$

# UNLOCK TAXABLE PERIOD

Edit > Unlock Taxable Period. Click Yes

Delete Refresh Resave Unlock Pe	riod	Inquiry I	laintenance								
Edit Record Edit Navigation	Sales Tax Ret	urn ×									
GST/SST  Tax Codes  SST Advisor	Taxable Start Date		Return	Unlock Taxable Period				and Payment Due Date St		tatus	
GST/SST Settings     SST Returns     Sales Tax Return     Service Tax Return     Default Priority Settings     Tax Code Mapping Wi      Dashboard	→ 01/09/2021		Are you :	Sure you want to unlock this tax				021	*	Submitted	
General Ledger						Yes	No				

#### 24. Enter Reason and Click OK.

	🛐 Sales Tax Return							
	Taxable Start Date Taxable End Date			SST BadeDebt Only		Return and Payment Due Date	Status	
۶	01/09/2021 3	31/10/2021				30/11/2021	3	Draft
		SSTReturn Audit T Date Reason / Remarks	14/10/2021 5:24:		Cancel			



# Note: Refer Related Information

QNE Optimum Enabling SST Module	https://www.youtube.com/watch?v=BQ9zeBb7wdw&ab_channel=QNE %3AAccounting%26PayrollSoftwareMalaysia
QNE Software - SST Sales Tax	https://www.youtube.com/watch?v=56JpVwPOxGc&ab_channel=QNE %3AAccounting%26PayrollSoftwareMalaysia
SST TAX CODES MAPPING TO SST-02 FORM	https://support.qne.com.my/support/solutions/articles/81000391877- sst-tax-codes-mapping-to-sst-02-form

Product : QNE Optimum

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