www.pwc.com

PDC's Subsidiaries (PDC's Subsi)

GST Implementation Project - Phase 2 kick-off

22 August 2014

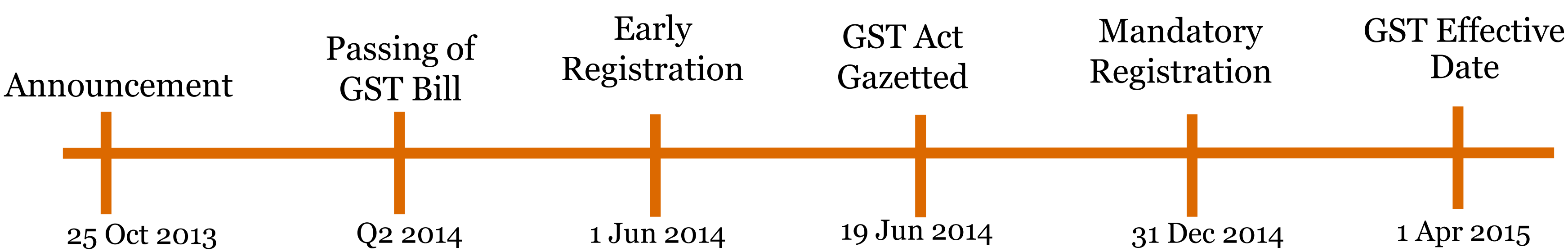
pwc

Today's Agenda

- Status of GST
- Phase 2
  - Next Steps
  - Timeline

Status of GST in Malaysia (An Update)

- The Goods and Services Tax Act 2014 has been gazetted on 19 June 2014
- The Goods and Services Regulations 2014 has been issued on 1 July 2014
- GST rate: **6%**; GST effective date: **1 April 2015**
- Registration threshold: Annual taxable turnover >RM500,000
- Customs has released draft GST Forms, Guides, GST Orders and Other Regulations (www.gst.customs.gov.my)
- Timeline:



Phase 2

- ❑ Next Steps
- ❑ Timeline

Implementation Plan - Summary

Year 2014								Year 2015				
May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mac	Apr	May

Phase 1

GST Analysis and Planning
- Project set up
- Awareness session / workshop
- GST issues summary report

Phase 2

GST Implementation Plan
- Project mobilisation
- Develop detail implementation plan
- Project briefing
- Process and policy review
- Endorse readiness report

- Information system review
- Systems enhancement
- Changes and communication implementation
- Simulation and trial
- Final progress report

Phase 3

Review GST return

Phase 2 Kick-off: 22 August 2014

GST registration

PwC checkpoint updates

GST Implementation date: 1 April 2015

Phase 2 - Project Methodology - Overview

August 2014 | September 2014 – January 2015

GST Technical Helpdesk

GST registration

Tools / Deliverables

Phase 2 Kick Off

- Revised team structure
- Updated implementation plan
- Sample work plans
- Sample data collection templates

Project Specific Work Plans & Templates

- GST technical input to PDC's Subsi work plans & templates

Gap Analysis

- Readiness report templates
- GST technical support

IT System Changes

- GST technical advice on URS
- GST technical review of UAT
- Compliance testing

GST Appointed Date

- 1 April 2015

PwC's role is to provide GST Technical Support in relation to the project implementation

Phase 2 Commencement & Gap Analysis

Phase 2 Commencement

Phase 2 Kick Off

Key Tasks

- Advise on revised project structure
- Confirm roles and responsibilities of Phase 2 project team
- Refine implementation plan
- Set timelines and key milestones

Issue Sample Data Collection Templates & Work Plans

- Provide sample data collection templates
- Provide sample work plans
- Conduct briefing session on the use / customisation of templates / plans
- Conduct GST technical review modifications to templates

Gap Analysis

Work Plan / Template Customisation

- Provide GST technical guidance on customised work plans / templates

Data Collection

- GST technical advice on issues arising during completion of templates

Gap Analysis

- GST technical advice on completion of readiness report
- Assist PDC's Subsi to obtain clarification from Customs on unresolved issues

Phase 2 Update Processes & Close

Update Policies, Procedures and Systems

Close Phase 2

Key Tasks

IT System Changes

- GST technical input to PDC's Subsi / PDC's Subsi's IT vendor on development of URS
- GST technical input into desired outcome of UAT
- GST technical review of UAT

GST registration

- Assist PDC's Subsi in applying for GST registration
- Assist PDC's Subsi in applying for electronic filing (if applicable)

Communication Plan

- Advise in the development of key messages for staff and external stakeholders

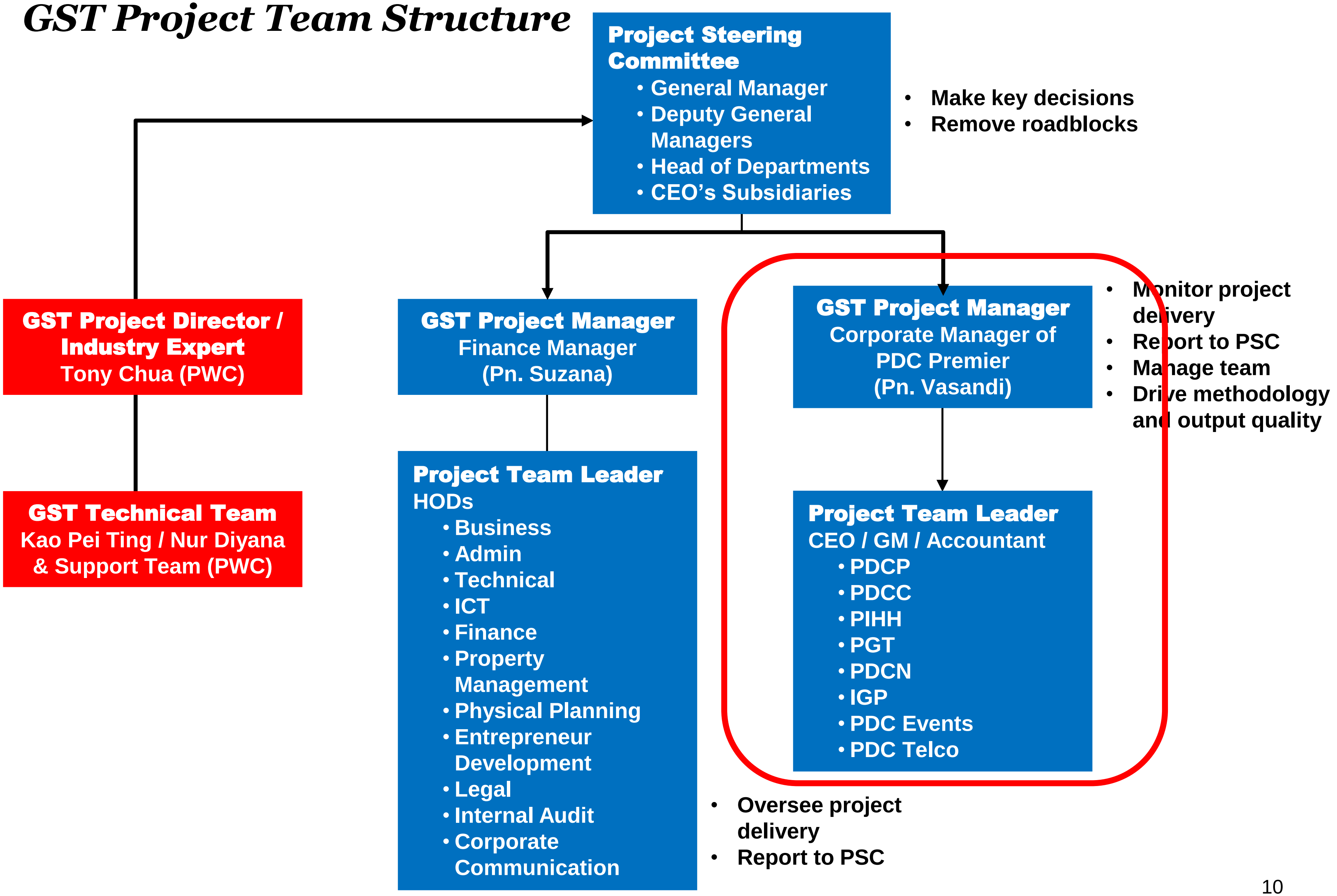
Close Phase 2

GST Phase 2 - *GST Readiness Report*

Sample:-

Template

GST Project Team Structure



GST Project Team Structure

- **GST Project Manager**
  Corporate Manager of PDC Premier
  (Pn. Vasandi)
  - **Project Team Leader**
    - **PDCPH** – Pn. Vasandi
    - **PDCN** – A'ida
    - **PGT** – Michelle
    - **PDCP** – Encik Izman
    - **SU** – Doris
    - **TELCO** – Ms BH Chen
    - **PIHH** – Firda
    - **IGP** – Ms Yew
    - **PDCC** – James

- Monitor project delivery
- Report to PSC
- Manage team
- Drive methodology and output quality

Immediate Next Steps

	Key activities	By whom	By when
1	Providing work plan and template	PwC	12 August 2014 (Done)
2	Reassess group project structure and set-up working group	PDC's Subsi	22 August 2014
3	Kick off Phase 2	PDC's Subsi / PwC	22 August 2014
4	Update time line for Implementation Plan	PDC’s Subsi	27 August 2014
5	Completion of the work plan (Category A)	PDC's Subsi	31 August 2014

Reporting Requirement

- Form GST-03
- Information Required

GST Return Form

JABATAN KASTAM DIRAJA MALAYSIA
ROYAL MALAYSIAN CUSTOMS DEPARTMENT

GST - 03

PENYATA CUKAI BARANG DAN PERKHIDMATAN
GOODS AND SERVICES TAX RETURN

Nota Penting (*Important Notes*)

1) Sila isikan borang ini dengan **HURUF BESAR** dan menggunakan pen mata bulat berdakwat hitam.
Please fill in this form in BLOCK LETTERS using black ink ball-point pen.
2) Sila rujuk Buku Panduan Mengisi Borang Cukai Barang dan Perkhidmatan (CBP).
Please refer to Goods and Services Tax (GST) Forms Guide.
3) Ruangan yang bertanda (*) adalah wajib diisi.
Column with (*) is a mandatory field.
4) Sekiranya mengikrar nilai sifar, sila isi angka "0".
If declaring a zero amount, please fill in "0".
5) Sila hubungi Pusat Panggilan Kastam di talian 1-800-XXXX atau emel ccc@customs.gov.my untuk pertanyaan lanjut.
Please contact Customs Call Center at 1-800-XXX or email ccc@customs.gov.my for further enquiry.

☐ Pindaan
Amendment

BAHAGIAN A : BUTIRAN ORANG BERDAFTAR
PART A : REGISTERED PERSON DETAILS

1) No. CBP *
GST No. *

2) Nama Perniagaan *
Name of Business *

BAHAGIAN B : BUTIRAN PENYATA
PART B : RETURN DETAILS

3) Tempoh Bercukai *
Taxable Period *
Tarikh Mula *Start Date* — HH (DD) - BB (MM) - TTTT (YYYY)
Tarikh Akhir *End Date* — HH (DD) - BB (MM) - TTTT (YYYY)

4) Tarikh Akhir Serahan Penyata dan Bayaran *
Return and Payment Due Date * — HH (DD) - BB (MM) - TTTT (YYYY)

5) Cukai Output
Output Tax

Amaun (*Amount*)

a) Jumlah Nilai Pembekalan Berkadar Standard *
Total Value of Standard Rated Supply * — RM

b) Jumlah Cukai Output (Termasuk Hutang Lapuk Dibayar Balik dan Pelarasan lain) *
Total Output Tax (Inclusive of Bad Debt Recovered & other Adjustments) * — RM

Borang ini ditetapkan di bawah Peraturan-Peraturan Cukai Barang dan Perkhidmatan 20XX (*This form is prescribed under Goods and Services Tax Regulations 20XX*) 1

No. CBP *
GST No. *

6) Cukai Input / Input Tax

Amaun (*Amount*)

a) Jumlah Nilai Perolehan Berkadar Standard *
Total Value of Standard Rated Acquisition * — RM

b) Jumlah Cukai Input (Termasuk Pelepasan Hutang Lapuk dan Pelarasan lain) *
Total Input Tax (Inclusive of Bad Debt Relief & other Adjustments) * — RM

7) Amaun CBP Kena Dibayar (Butiran 5b - Butiran 6b) *
GST Amount Payable (Item 5b - Item 6b) * — RM

ATAU / *OR*

8) Amaun CBP Boleh Dituntut (Butiran 6b - Butiran 5b) *
GST Amount Claimable (Item 6b - Item 5b) * — RM

9) Adakah anda memilih untuk membawa ke hadapan pembayaran balik CBP
Do you choose to carry forward refund for GST?
☐ Ya *Yes* ☐ Tidak *No*

BAHAGIAN C : MAKLUMAT TAMBAHAN
PART C : ADDITIONAL INFORMATION

Amaun (*Amount*)

10) Jumlah Nilai Pembekalan Tempatan Berkadar Sifar *
Total Value of Local Zero-Rated Supplies * — RM

11) Jumlah Nilai Pembekalan Eksport *
Total Value of Export Supplies * — RM

12) Jumlah Nilai Pembekalan Dikecualikan *
Total Value of Exempt Supplies * — RM

13) Jumlah Nilai Pembekalan Diberi Pelepasan CBP *
Total Value of Supplies Granted GST Relief * — RM

14) Jumlah Nilai Pengimportan Barang Dibawah Skim Pedagang Diluluskan *
Total Value of Goods Imported Under Approved Trader Scheme * — RM

15) Jumlah Nilai CBP Import Digantung dibawah butiran 14 *
Total Value of GST Suspended under item 14 * — RM

16) Jumlah Nilai Perolehan Harta Modal *
Total Value of Capital Goods Acquired * — RM

17) Pelepasan Hutang Lapuk *
Bad Debt Relief * — RM

18) Hutang Lapuk Dibayar Balik *
Bad Debt Recovered * — RM

Borang ini ditetapkan di bawah Peraturan-Peraturan Cukai Barang dan Perkhidmatan 20XX (*This form is prescribed under Goods and Services Tax Regulations 20XX*) 2

No. CBP *
GST No. *

19) Pecahan Nilai Cukai Output mengikut Kod Industri Utama
Breakdown Value of Output Tax in accordance with the Major Industries Code

Kod (Code)	Nilai Cukai Output (Value of Output Tax	Peratusan (*Percentage*)
	RM	%
	RM	%
	RM	%
	RM	%
	RM	%
Lain-lain *Others*	RM	%
JUMLAH *TOTAL*	RM	100%

BAHAGIAN D : AKUAN
PART D : DECLARATION

Saya, dengan ini mengaku bahawa maklumat dinyatakan dalam borang ini adalah benar, betul dan lengkap.
I, hereby declare that the information stated in this form are true, correct and complete.

20) Nama Orang Diberi Kuasa *
Name of Authorized Person *

21) No. Kad Pengenalan
Identity Card No.
Baru (*New*) * Lama (*Old*)

22) No. Pasport *
Passport No. *
Wajib untuk warga negara asing (*Mandatory for foreign citizen*)

23) Kewarganegaraan
Nationality

24) Tarikh
Date — HH (DD) - BB (MM) - TTTT (YYYY)

25) Tandatangan *
Signature *

UNTUK KEGUNAAN PEJABAT (*FOR OFFICE USE ONLY*)

Tarikh Diterima (*Received Date*) * — HH (DD) - BB (MM) - TTTT (YYYY)

Borang ini ditetapkan di bawah Peraturan-Peraturan Cukai Barang dan Perkhidmatan 20XX (*This form is prescribed under Goods and Services Tax Regulations 20XX*) 3

Form GST-03 Reporting Requirements

Submission of GST Return (Form GST-03)

A taxable person is required to furnish the GST return not later than the last day of the month following the end of the taxable period.

A GST return shall be furnished personally (by hand), by post or electronic service (e-filing) to the GST Processing Centre.

Information Required for Completion of GST Return (Form GST-03)

Based on the Fifth Schedule of the Goods and Services Tax Regulations 2014, the Form GST-03 has four category of information required to be disclosed, as follows:-

Part A: Registered Person Details
Part B: Return Details
Part C: Additional Information
Part D: Declaration

Form GST-03 Reporting Requirements (cont.)

The following information to be reported in the Form GST-03 (Return Details) should be able to be obtained from the IT system based on their tax coding (refer to issue log on "Tax Coding for GST"):-

Items	Description	Tax Code
Item 5(a)	Total Value of Standard Rated Supply	SR & DS
Item 5(b)	Total Output Tax (inclusive of Bad Debt Recovered & other Adjustments)	6% of SR, 6% of DS & AJS
Item 6(a)	Total Value of Standard Rated Acquisition	TX, IM, TX-E43 & TX-RE
Item 6(b)	Total Input Tax (inclusive of Bad Debt Relief & other Adjustments)	6% of TX, 6% of IM, 6% of TX-E43, 6% of TX-RE & AJP
Item 10	Total Value of Local Zero-Rated Supplies	ZRL
Item 11	Total Value of Export Supplies	ZRE
Item 12	Total Value of Exempt Supplies	ES43 & ES
Item 13	Total Value of Supplies Granted GST Relief	RS
Item 14	Total Value of Goods Imported Under Approved Trader Scheme	IS
Item 15	Total Value of GST Suspended Under Approved Trader Scheme	6% of IS

Form GST-03 Reporting Requirements (cont.)

There are also the following Additional Information that the Company shall need to be able to retrieve from the Company's IT system for the purpose of completion and submission of Form GST-03:-

Items	Description	Remarks
Item 16	Total Value of Capital Goods Acquired	state the actual total value of capital goods acquired, i.e. purchase of lorry and office building
Item 17	Bad Debt Relief	state the actual total value of bad debt relief
Item 18	Bad Debt Recovered	state the actual total value of bad debt recovered
Item 19	- Breakdown Value of Output Tax in accordance with the Major Industries Code	state the code, value and percentage of output tax for each Major Industry

Thank you.