LHDN MALAYSIA

A RESIDENT WHO DOES NOT CARRY ON BUSINESS EXPLANATORY NOTES BE 2015

SELF ASSESSMENT SYSTEM

ADDITIONS / AMENDMENTS

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We Develop The Nation

This Explanatory Notes is intended to assist you, who is **resident in Malaysia** in accordance with section 7 Income Tax Act (ITA) 1967 or deemed to be resident under subsection 7(1B), in completing the Form BE for Year of Assessment 2015. Please read this with care so that the return form and declarations made therein for Year of Assessment 2015 are true and complete.

In the case of a married individual who elects for joint assessment and has total income to be aggregated and assessed in the name of his/her spouse, both the husband and wife are still required to fill out separate tax forms:

Form B (individual who carries on business); or

Form BT * (knowledge worker or expert worker approved by the Minister); or

Form BE (individual who does not carry on business)

* For further information, refer to. P.U. (A) 344/2010 regarding knowledge workers and P.U. (A) 151/2012 on the Returning Expert Programme at LHDNM website.

All records, working sheets and documents need not be enclosed when submitting the Form BE EXCEPT for the purpose of tax refund in which case you are required to submit:

(i) Working Sheet HK-6 pertaining to the claim for section 110 tax deduction (others); and
(ii) Working Sheet HK-8/HK-9 (if relevant) relating to the tax deducted in the foreign country.

All records, documents and working sheets used in the computation must be kept for a period of seven (7) years after the end of the year in which the return form is furnished to the Director General of Inland Revenue, for future reference if required.

All items must be completed in **BLOCK LETTERS** and use **black** ink pen. Leave the box(es) blank if not applicable.

BASIC INFORMATION		
1 - 5	Fill in relevant information only. For item "Income Tax No.", enter **SG** or **OG** followed by the income tax number in the boxes provided. Example: For Income Tax No. SG 10234567080 Income Tax No. **SG 10234567080**	
PART A		**PARTICULARS OF INDIVIDUAL**
A1	CITIZEN	Enter 'MY' if you are a citizen of Malaysia. If you are not a citizen of Malaysia, please use the relevant country code provided on page 15 of this Explanatory Notes or Appendix E of the Form BE Guidebook.
A2	SEX	Enter '**1**' for male or '**2**' for female.
A3	DATE OF BIRTH	Enter the date of birth according to the sequence: day, month and year
A4	STATUS AS AT 31-12-2015	Enter '**1**' for unmarried; '**2**' for married; '**3**' for divorcee / widow / widower or '**4**' for deceased.

A5	DATE OF MARRIAGE/ DIVORCE/DEMISE	Enter the date of marriage; or date of divorce/separation (in accordance with any law); or date of demise according to the sequence: day, month and year if it occurred in the current year.
A6	TYPE OF ASSESSMENT	Enter: (i) 1' if the wife elects for joint assessment to be raised in the name of the husband. She does not have to fill in items B7 to B19 and Part F of her Form BE; or (ii) '2' if the husband elects for joint assessment to be raised in the name of his wife. He does not have to fill in items B7 to B19 and Part F of his Form BE; or (iii) '3' if the individual and spouse elect for separate assessment; or (iv) '4' if the individual is married with a spouse who has no income / no source of income or has income which is tax exempt. (v) '5' if the individual is single / a divorcee / a widow / a widower / a deceased person. Note: Conditions on eligibility to elect for joint assessment: (i) the husband and the wife were living together in the basis year for a year of assessment and did not in that basis year cease to live together; (ii) the husband or the wife must have total income to be aggregated with the total income of the spouse; (iii) must be a Malaysian citizen if not resident in Malaysia; (iv) the aggregation can be made with one wife only.
PART B		**STATUTORY INCOME, TOTAL INCOME, TAX PAYABLE AND STATUS OF TAX**
B1	EMPLOYMENT – Amount N4 from Working Sheet HK-2	

Salary, bonus, director's fee, commission and any perquisite [such as share option scheme (Public Ruling No. 4/2004), insurance premium/school and tuition fee paid by the employer] have to be declared. Entertainment and travelling expenditure incurred in the production of gross employment income and discharge of official duties are allowable deductions. Deduction of entertainment expenditure is restricted to the amount of entertainment allowance included as gross income from employment. However, reimbursements by the employer in respect of both types of expenditure are neither deductible nor liable to tax. Amount N4 from Working Sheet HK-2.

Tax exempt allowances / perquisites / gifts / benefits received by employee from employer according to 2009 Budget announcement:

Reference: Public Ruling No. 2/2013 (Perquisites From Employment); Public Ruling No. 3/2013 (Benefits-In-Kind); and Income Tax (Exemption) Order 2009 [P.U. (A) 152/2009]

	TYPE OF ALLOWANCES / PERQUISITIES / GIFTS / BENEFIT	**EXEMPTION LIMIT (PER YEAR)**
(i)	Perquisite (whether in money or otherwise) provided to the employee pursuant to his employment in respect of:- (a) past achievement award; (b) service excellence award, innovation award or productivity award; or (c) long service award provided that the employee has exercised	Restricted to RM2,000

	an employment for more than 10 years with the same employer. (Paragraph 25C Schedule 6 of ITA 1967)	
(ii)	Petrol card, petrol allowance, travelling allowance or toll payment or any of its combination for **official duties**. If the amount received exceeds RM6,000 a year, the employee can make a further deduction in respect of the amount spent for official duties. Records pertaining to the claim for official duties and the exempted amount must be kept for a period of 7 years for audit purpose.	Restricted to RM6,000
(iii)	Child care allowance in respect of children up to **12 years of age.**	Restricted to RM2,400 per year
(iv)	Gift of fixed line telephone, mobile phone, pager or *Personal Digital Assistant* (PDA) registered in the name of the employee or employer including cost of registration and installation.	Limited to only 1 unit for each category of assets
(v)	Monthly bills for subscription of broadband, fixed line telephone, mobile phone, pager and PDA registered in the name of the employee or employer including cost of registration and installation.	Limited to only 1 line for each category of assets
(vi)	Consumable business products of the employer provided free of charge or at a partly discounted price to the employee, his spouse and unmarried children. The value of the goods is based on the sales price. Benefits received by the employee from a company within the same group of companies as his employer are **not exempted from tax**.	Restricted to RM1,000
(vii)	Services provided free or at a discount by the business of the employer to the employee, his spouse and unmarried children. Benefits received by the employee from a company within the same group of companies as his employer are **not exempted from tax**.	Restricted to the amount of discount or amount of services provided free
(viii)	Parking rate and parking allowance. This includes parking rate paid by the employer directly to the parking operator.	Restricted to the actual amount expended
(ix)	Meal allowance received on a regular basis and given at the same rate to all employees. Meal allowance provided for purposes such as overtime or outstation / overseas trips and other similar purposes in exercising an employment are only exempted if given based on the rate fixed in the internal circular or written instruction of the employer.	
(x)	Tax exempt medical benefits are extended to include traditional medicine and maternity expenses. Traditional medicine means Malay, Chinese and Indian Traditional Medicine given by a medical practitioner registered with bodies which are certified or registered in accordance with the rules governing traditional medicine as laid down by the Ministry of Health. *Examples:* Malay traditional massage, ayurvedic or acupuncture. Complimentary medicine and homeopathy such as aromatherapy, reflexology, spa and Thai traditional massage are not included in this exemption.	
(xi)	Subsidised interest for housing, education or car loan is fully exempted from tax if the total amount of loan taken in aggregate does not exceed RM300,000. If the total amount of loan exceeds RM300,000, the amount of subsidized interest to be exempted from tax is limited in accordance with the following formula: Where; $\mathbf{A} \times \frac{\mathbf{B}}{\mathbf{C}}$	

	A = is the difference between the amount of interest to be borne by the employee and the amount of interest payable by the employee in the basis period for a year of assessment; B = is the aggregate of the balance of the principal amount of housing, education or car loan taken by the employee in the basis period for a year of assessment or RM300,000, whichever is lower; C = is the total aggregate of the principal amount of housing, education or car loan taken by the employee

THE ABOVE EXEMPTIONS ARE NOT APPLICABLE TO AN EMPLOYEE HAVING CONTROL OVER HIS EMPLOYER

If the employee has control over his employer, the allowances / perquisites / gifts / benefits received by him is taken to be part of his employment income and subject to tax.

'**Control over his employer**' means:

(a) for a company, the power of the employee to secure, by means of the holding of shares or the possession of voting power in or in relation to that or any other company, or by virtue of powers conferred by the articles of association or other document regulating that or any other company, that the affairs of the first mentioned company are conducted in accordance with the wish of the employee;

(b) for a partnership, the employee is a partner of the employer; or

(c) for a sole proprietor, the employee and the employer is the same person

Others Tax Exempt Benefits-In-Kind:

Please refer to Appendix B3 of the Form BE Guidebook for the list of tax exempt benefits-in-kind.

Gratuity (*Reference: Public Ruling No. 8/2013)*

This refers to a sum received upon retirement/termination of a contract of employment. Refer to Working Sheet HK-2.2 and Appendix B1 for computation.

Gratuity is exempted in the following circumstances:

1. **Retirement gratuity**

   (a) The Director General is satisfied that the retirement is due to ill-health; Or

   (b) Retirement on or after reaching the age of 55 years/compulsory age of retirement and the individual has worked 10 years continuous employment with the same employer or companies within the same group; Or

   (c) The retirement takes place on reaching the compulsory age of retirement pursuant to a contract of employment or collective agreement at the age of 50 but before 55 and that employment has lasted for 10 years with the same employer or with companies in the same group.

2. **Gratuity paid out of public funds -** Gratuity paid out of public funds on retirement from an employment under any written law.

3. **Gratuity paid to a contract officer** - Gratuity paid out of public funds to a contract officer on termination of a contract of employment regardless of whether the contract is renewed or not.

4. **Death gratuity -** Sums received by way of death gratuity.

Tax Allowance - If an employee's tax is borne by his employer, it is a tax allowance chargeable to tax on him under paragraph 13(1)(a) ITA 1967 (Public Ruling No. 2/2006). Working Sheet HK-2.3 and Appendix B2 are provided for reference.

Benefits-In-Kind (BIK) - These refer to the annual value of the benefits-in-kind provided by the employer such as motorcars, petrol, driver, household furnishings, apparatus and appliances, handphones, entertainment and recreational club. Working Sheet HK-2.4 and Appendix B3 are provided for reference.

Value Of Living Accommodation Provided - This refers to the value of living accommodation in Malaysia provided by the employer. Working Sheet HK-2.5 and Appendix B4 are provided for reference.

Refund From Unapproved Pension Or Provident Fund, Scheme Or Society - This refers to the employer's contributions made to an unapproved pension or provident fund from which payment is made to the employee before or after the cessation of his employment. Working Sheet HK-2.6 is provided for computation.

Compensation For Loss Of Employment - This is payment made by an employer to his employee as compensation for loss of employment or other cases. Compensation is exempted in the following circumstances:

(i) Compensation received due to ill-health

(ii) in cases other than (i) above, where the individual ceased employment on or after 1 July 2008, exemption of RM10,000 is granted for each completed year of service with the same employer or companies in the same group.

Working Sheet HK-2.7 and Appendix B5 are provided for computation.

Subscriptions To Professional Bodies – Membership Subscription paid to professional bodies to ensure the continuance of a professional standing for practice such as the medical or legal profession, can be claimed as a deduction.

B2	RENTS	These are rental received in respect of houses, shop houses, land, plant, machines, furniture and other similar assets. Amount D from Working Sheet HK-4.
B3	INTEREST	Income in respect of interest received by individuals resident in Malaysia from money deposited with the following institutions is tax exempt: (i) A bank or a finance company licensed or deemed to be licensed under the Banking and Financial Institutions Act 1989; (ii) A bank licensed under the Islamic Banking Act 1983; (iii) A development financial institutions prescribed under the Development Financial Institutions Act 2002; (iv) The Lembaga Tabung Haji established under the Tabung Haji Act 1995; (v) The Malaysia Building Society Berhad incorporated under the Companies Act 1965; (vi) The Borneo Housing Finance Berhad incorporated under the Companies Act 1965.
	DISCOUNTS	These relate to earnings from discounting transactions such as dealings in treasury bills.

<table>
<tr><td></td><td>ROYALTIES</td><td>Royalties received in respect of the use of copyrights/patents are taxable if they exceed the following exemption limits:

Type of Royalty — Exemption (RM)
(i) Publication of artistic works/recording discs/tapes — 10,000
(ii) Translation of books/literary works — 12,000
(iii) Publication of literary works/original paintings/ musical compositions — 20,000

Amount H from Working Sheet HK-5.</td></tr>
<tr><td></td><td>PENSIONS</td><td>Pensions derived from Malaysia and paid to a person on reaching the age of 55 years/compulsory age of retirement or if the retirement is due to ill-health, are exempt from tax.
Where a person is paid more than one pension, only the higher or highest pension is exempt from tax. Other pensions have to be reported.</td></tr>
<tr><td></td><td>ANNUITIES</td><td>These are sums of money received in accordance with a will or an investment of money entitling the annuitants or investors to a series of annual payments, whether or not received regularly or for a limited period only.</td></tr>
<tr><td></td><td>PERIODICAL PAYMENTS</td><td>These refer to recurring payments received at fixed times.</td></tr>
<tr><td></td><td>OTHER GAINS OR PROFITS</td><td>Other income such as payments received for part-time/occasional broadcasting, lecturing, writing and so forth.</td></tr>
<tr><td>B5</td><td colspan="2">APPROVED DONATIONS / GIFTS / CONTRIBUTIONS</td></tr>
<tr><td colspan="3">Gift of Money to the Government, State Government or Local Authorities
Gift of money to the Government, a State Government or local authority. Subsection 44(6)</td></tr>
<tr><td colspan="2">Gift of Money to Approved Institutions or Organisations
Gift of money to institutions / organizations approved by the Director General of Inland Revenue. Subsection 44(6) and proviso

Gift of Money or Cost of Contribution In Kind for Any Approved Sports Activity or Sports Body
Gift of money or cost of contribution in kind for any sports activity approved by the Minister or any sports body approved by the Commissioner of Sports appointed under the Sports Development Act 1997. Subsection 44(11B)

Gift of Money or Cost of Contribution In Kind for any Approved Project of National Interest Approved by the Ministry of Health
Gift of money or cost of contribution in kind for any project of national interest approved by the Minister. Subsection 44(11C)</td><td>Restricted to 7% of the Aggregate Income in item B4</td></tr>
</table>

Gift of Artifacts, Manuscripts or Paintings
Gift of artifacts, manuscripts or paintings to the Government will be based on the value determined by the Director General of the National Museum or the National Archives. Subsection 44(6A)

Gift of Money for the Provision of Library Facilities or to Libraries
Gift of money not exceeding RM20,000 for the provision of library facilities to public libraries or libraries of schools / institutions of higher learning. Subsection 44(8)

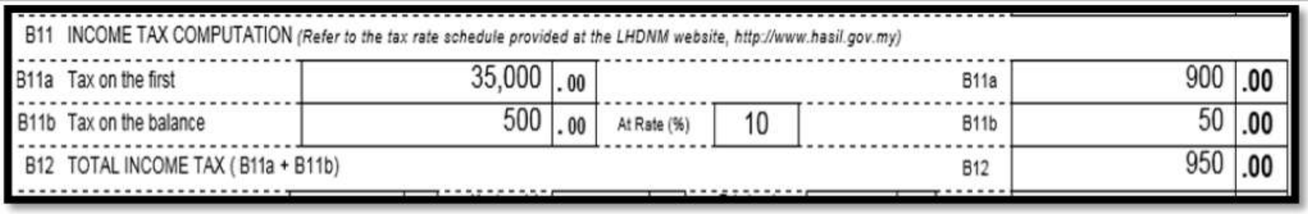
Gift of Money or Contribution In Kind for the Provision of Facilities in Public Places for the Benefit of Disabled Persons
Gift of money or contribution in kind for providing public facilities for the benefit of disabled persons will be determined by the relevant local authority. Subsection 44(9)

Gift of Money or Medical Equipment to Any Healthcare Facility Approved by the Ministry of Health
Gift of money or medical equipment not exceeding RM20,000 in value given by an individual to any healthcare facility approved by the Ministry of Health. Subsection 44(10)

Gift of Paintings to the National Art Gallery or Any State Art Gallery
An amount equal to the value of the gift of paintings as determined by the National Art Gallery or any state art gallery. Subsection 44(11)

B7	TOTAL INCOME TRANSFERRED FROM HUSBAND / WIFE FOR JOINT ASSESSMENT * TYPE OF INCOME TRANSFERRED FROM HUSBAND / WIFE	**ITEMS B7 AND B8 HAVE TO BE FILLED IN BY THE INDIVIDUAL IN WHOSE NAME THE JOINT ASSESSMENT IS TO BE RAISED.** Transfer the total income of the spouse which is to be aggregated with the total income of the individual to this item. Note: Enter '1' if the income transferred from husband / wife includes income from a business source or '2' if not. Items B7 and B8 **NEED NOT** be filled if: (i) the individual is single/a divorcee/a widow/a widower (ii) the spouse of the individual does not have any source of income or has income which is tax exempt (iii) elects for separate assessment (iv) elects for joint assessment to be raised in the name of his/her spouse
B9	TOTAL RELIEF	Amount from F19
B10	CHARGEABLE INCOME	B6 minus B9 or B8 minus B9
B10a	SPECIAL RELIEF	A special deduction of RM2,000 is granted if the Aggregate Income (item B4) does not exceed RM96,000 Refer to Income Tax (Exemption) Order [P.U.(A) 40/2016] Note : Leave the item blank if the Aggregate Income is exceeding RM96,000
B10b	CHARGEABLE INCOME	B10 minus B10a. Enter "0" if value is negative.
B11a	Tax on the first	Match the chargeable income from item B10 or B10b of the Form BE with the range of chargeable income as provided in the tax schedule (page 15 of this Explanatory Notes).

B11b	Tax on the balance	*Example:* Chargeable income as per **B10 or B10b:** **RM35,500** Use **category E** of the tax schedule to compute as follows: Tax on the first **RM35,000** **RM 900.00** Tax on the balance **RM500** @ 10% **RM 50.00** Total income tax **RM 950.00** Enter in items B11a, B11b and B12 of the Form BE as shown below:
B12	Total Income Tax	



B11 INCOME TAX COMPUTATION *(Refer to the tax rate schedule provided at the LHDNM website, http://www.hasil.gov.my)*				
B11a Tax on the first	35,000 .00		B11a	900 .00
B11b Tax on the balance	500 .00	At Rate (%) 10	B11b	50 .00
B12 TOTAL INCOME TAX (B11a + B11b)			B12	950 .00

B13	TOTAL REBATE	
SELF		A rebate of RM400 is granted to an individual whose chargeable income does not exceed RM35,000. Paragraph 6A(2)(a)
HUSBAND/WIFE		A rebate of RM400 is granted to an individual whose chargeable income does not exceed RM35,000 and where he/she has been allowed a deduction of RM3,000 for the spouse. Paragraph 6A(2)(b) / Paragraph 6A(2)(c)
ZAKAT AND FITRAH		A rebate is granted for payments of any zakat, fitrah and other obligatory Islamic religious dues in the basis year. Subsection 6A(3)
B15	TAX DEDUCTION UNDER SECTION 110 (OTHERS)	Compute the tax deducted under section 110 by using Working Sheet HK-6 in respect of other income such as interest, royalties, section 4A income and income from trust bodies. Section 110 tax deduction (others)) does NOT include withholding tax payment pursuant to Section 107A Please submit Working Sheet HK-6 if you are entitled to a tax refund. Amount B from Working Sheet HK-6
	SECTION 132 TAX RELIEF	Relief from double taxation on foreign income brought into Malaysia. Refer to Appendix F (Guidebook BE) for the list of countries which have Avoidance of Double Taxation Agreements (DTA) with Malaysia. Refer to Schedule 7 of ITA 1967 and Working Sheet HK-8 to compute the amount of credit.
	SECTION 133 TAX RELIEF	Relief from double taxation on foreign income brought into Malaysia. These countries do not have Avoidance of Double Taxation Agreements (DTA) with Malaysia. Refer to Schedule 7 of ITA 1967 and Working Sheet HK-9 to compute the amount of credit.
B16	TAX PAYABLE	B14 minus B15. If the sum of amounts in B15 exceeds the amount in B14, enter “0” in this box.
B17	TAX REPAYABLE	B15 minus B14.
B18	INSTALMENTS/ MONTHLY TAX DEDUCTIONS PAID FOR	Use Working Sheet HK-10 for computation. This excludes payments made in respect of outstanding tax for previous years of assessment.

	2015 INCOME - SELF AND HUSBAND / WIFE IF JOINT ASSESSMENT	Monthly Tax Deductions made in 2015 in respect of **bonus or director's fee** (including bonus or director's fee for previous years of assessment paid in 2015) has to be included in this item. Transfer the amount from item E of Working Sheet HK-10 to this item. For Joint Assessment - enter the total amount of instalment / Monthly Tax Deductions paid by the husband/wife in this item.
B19	BALANCE OF TAX PAYABLE	The balance of tax payable must be paid within the stipulated period. Payment can be made as follows: (a) Bank - Counters of CIMB Bank Berhad (CIMB), Public Bank Berhad (PBB), Malayan Banking Berhad (Maybank), Affin Bank Berhad (ABB), RHB Bank Berhad (RHB), Bank Simpanan Nasional (BSN) and Bank Rakyat by using the bank payment slip. - CIMB,PBB, Maybank, Hong Leong Bank, RHB & Alliance Bank internet banking and Maybank phone banking. - Auto Teller Machine (ATM) of PBB,Maybank & CIMB, PBB Cheque Deposit Machine and CIMB Cash Deposit Machine (b) LHDNM - **ByrHASiL** via FPX (Financial Process Exchange) at LHDNM Official Portal, *http://www.hasil.gov.my* - **ByrHASiL** via Visa Credit Card, Mastercard & American Express at *https://byrhasil.hasil.gov.my/creditcard* - Payment counters of LHDNM or by mail and use the Remittance Slip (CP501) which is available at the LHDNM Official Portal, *http://www.hasil.gov.my* (a) Pos Malaysia Berhad - counter and Pos Online
	TAX PAID IN EXCESS	B18 minus B16.
	Note: Enter "X" in the box provided if Tax Paid in Excess.	

DECLARATION

If the return form is not affirmed and duly signed, it shall be deemed incomplete and will not be processed. Notification of Incomplete Return Form will be issued to you for information. The use of signature stamp is not allowed. Penalty will be imposed in case of late resubmission of the return form to LHDNM.

PART C	PARTICULARS OF HUSBAND/WIFE
C1 - C4	Fill in relevant information only. Where there is more than one wife, please furnish the information as per format C1 to C4 by using attachment(s) and submit together with the Form BE.

PART D		OTHER INFORMATIONS
D1	TELEPHONE NO.	Telephone number of office/tax agent's firm/residence. Please ensure that the information is correct and accurate. This information will be used for LHDNM official purposes.
	HAND PHONE NO.	Please ensure that the information given is correct. This information is for the official use of LHDNM only. Note : Either one item D1 or e-Mail is compulsorily required to be completed during submission via e-Filing.
D2	e-Mail	Please ensure that the information given is correct. This information is for the official use of LHDNM only. Note : Either one item D2 or Hand Phone No. is compulsorily required to be completed during submission via e-Filing.
D3 & D4	NAME OF BANK & BANK ACCOUNT NO.	For the purpose of tax refund (if any) by LHDNM, state the name of the bank and account number of the bank concerned.
D5	EMPLOYER'S NO.	Enter the employer's E file reference number.
D6	ANY DISPOSAL OF SHARES IN A REAL PROPERTY COMPANY AND / OR REAL PROPERTY UNDER REAL PROPERTY GAINS TAX ACT 1976?	Enter '**1**' for YES or '**2**' for NO.
D7	HAS THE DISPOSAL BEEN DECLARED TO LHDNM? IF (D6 = 1)	Enter '**1**' for YES or '**2**' for NO.
PART E		**INCOME OF PRECEDING YEARS NOT DECLARED**
E1 – E2	Income received in respect of any earlier year not previously declared such as payment of salary in arrears. Please use attachment in case of insufficient writing space. Bonus or director's fee shall, when received in the basis year, be treated as part of the gross income from employment for the basis year in which it is received and assessed as such.	
PART F		**DEDUCTIONS**
F1	INDIVIDUAL AND DEPENDENT RELATIVES	Relief of RM9,000 for an individual in respect of himself and his dependent relatives is granted automatically. Paragraph 46(1)(a)
F2	MEDICAL TREATMENT, SPECIAL NEEDS AND CARER EXPENSES FOR PARENTS	Medical treatment, special needs and carer expenses incurred on parents is limited to RM5,000. Paragraph 46(1)(c) Medical expenses which qualify for deduction include: (i) medical care and treatment provided by a nursing home; and (ii) dental treatment limited to tooth extraction, filling, scaling and cleaning but excluding cosmetic dental treatment expenses such as teeth restoration and replacement involving crowning, root canal and dentures.

		• Such claim must be evidenced by a medical practitioner registered with Malaysian Medical Council certifying that the medical condition of parents require medical treatment or special needs or carer. • Parents shall be individuals resident in Malaysia. • The medical treatment and care services are provided in Malaysia. In the case of carer, a written certification or receipt from, or work permit of, the carer. “carer” shall not include that individual, his wife or her husband or the child of the individual.
F3	BASIC SUPPORTING EQUIPMENT	The purchase of any supporting equipment for use by a disabled individual, husband, wife, child or parent, may be claimed up to a maximum of RM6,000. Basic supporting equipment includes haemodialysis machine, wheel chair, artificial leg and hearing aids but exclude optical lenses and spectacles. Paragraph 46(1)(d)
F4	DISABLED INDIVIDUAL	An individual will be allowed an additional personal relief of RM6,000 if he is a disabled person. Paragraph 46(1)(e)
F5	EDUCATION FEES (SELF)	An amount limited to a maximum of RM5,000 is deductible in respect of fees expended on any course of study up to tertiary level in any institution in Malaysia recognised by the Malaysian Government or approved by the Minister for the purpose of acquiring any skills or qualifications: (i) up to tertiary level (other than a degree at Masters or Doctorate level), for the purpose of acquiring law, accounting, Islamic financing, technical, vocational, industrial, scientific or technological skills or qualifications; or (ii) any course of study for a degree at Masters or Doctorate level. Paragraph 46(1)(f)
F6	MEDICAL EXPENSES ON SERIOUS DISEASES	Medical expenses on serious diseases includes the treatment of acquired immune deficiency syndrome (AIDS), Parkinson’s disease, cancer, renal failure, leukaemia and other similar diseases such as heart attack, pulmonary hypertension, chronic liver disease, fulminant viral hepatitis, head trauma with neurological deficit, brain tumour or vascular malformation, major burns, major organ transplant and major amputation of limbs. Amount expended on own self, husband/wife or child is deductible up to a maximum of RM6,000. Paragraph 46(1)(g)
F7	COMPLETE MEDICAL EXAMINATION	Complete medical examination refers to thorough examination. Amount expended on own self, husband/wife or child is deductible up to a maximum of RM500 but the total of both deductions (F6 and F7) is limited to a maximum of RM6,000. Paragraph 46(1)(h)

F8	PURCHASE OF BOOKS/MAGAZINES/ JOURNALS/SIMILAR PUBLICATIONS	An amount limited to a maximum of RM1,000 is deductible in respect of the purchase of books, magazines, journals or other similar publications (in form of hardcopy or electronic but exclude newspapers or banned reading materials) for enhancing the knowledge of the individual, husband/wife or child. Paragraph 46(1)(i)
F9	PURCHASE OF PERSONAL COMPUTER FOR INDIVIDUAL	A tax deduction of a maximum amount of RM3,000 is allowable to an individual for the purchase of personal computer inclusive of desktop and laptop, notebook and ultrabook which are not used for the purpose of business, as provided under paragraph 44(1)(j) of the Income Tax Act 1967. This qualification does not cover the purchase of equipment which is capable of computer operating functions such as tablet and mobile phones. The deduction is allowable only once in every 3 years. Paragraph 46(1)(j)
F10	NET DEPOSIT IN SKIM SIMPANAN PENDIDIKAN NASIONAL (SSPN)	Amount deposited in SSPN by an individual for his children's education is deductible up to a maximum of RM6,000 (with effect from the year of assessment 2012 to 2017). The allowable deduction is limited to the net amount deposited in that basis year only. Example: For year 2015, Balance brought forward: RM4,500. Total deposit: RM2,000. Total withdrawal: RM1,500. Allowable deduction is **RM500** (RM2,000 – RM1,500). The balance brought forward of RM4,500 is not taken into account. Paragraph 46(1)(k)
F11	PURCHASE OF SPORTS EQUIPMENT	An amount limited to a maximum of RM300 is deductible in respect of expenses expended by the individual for the purchase of sports equipment for any sports activity as defined under the Sports Development Act 1997. Sports equipment includes equipment with short lifespan e.g. golf balls and shuttlecocks but excluding sports attire, e.g. swimsuits and sports shoes. Paragraph 46(1)(l)
F12	INTEREST ON HOUSING LOAN	An amount limited to a maximum of RM10,000 is deductible for each basis year for a period of three consecutive years of assessment beginning from the date in which the interest is first expended. Conditions for eligibility: (i) an individual who is a citizen and resident; (ii) the purchase of the residential property is limited to one unit only; (iii) the Sale and Purchase Agreement has been executed from 10 March 2009 to 31 December 2010; and (iv) that residential property must not be rented out Where: (b) 2 or more individuals are each entitled to claim deduction in respect of the same residential property; and (c) the total amount of interest expended by those individuals exceed the amount of deduction allowable for that relevant year, there shall be allowed to each of those individuals for that relevant year an amount to be determined in accordance with the following formula: $\mathbf{A} \times \frac{\mathbf{B}}{\mathbf{C}}$

<table>
<tr><td></td><td></td><td>Where;
A = total amount of deduction allowed for that relevant year;
B = total interest expended in the basis year for the relevant year by that individual; and
C = total interest expended in the basis year for that relevant year by all such individuals.

Section 46B</td></tr>
<tr><td>F13</td><td>HUSBAND / WIFE / PAYMENT OF ALIMONY TO FORMER WIFE</td><td>Relief of RM3,000 is given in respect of a husband living together in the basis year on condition that the husband has no total income or has elected for joint assessment. Section 45A

Relief of RM3,000 is given in respect of a wife living together in the basis year on condition that the wife has no income/total income or has elected for joint assessment. Paragraph 47(1)(a)

Payment to a former wife is also deductible provided that the deduction for wife and alimony payments shall not exceed RM3,000. Voluntary alimony payments under a mutual agreement but without any formal agreement do not qualify. Subsection 47(2) and 47(3)</td></tr>
<tr><td>F14</td><td>DISABLED HUSBAND/WIFE</td><td>Additional deduction of RM3,500 is given in respect of a disabled husband/wife living together with the individual. Paragraph 47(1)(b) and section 45A</td></tr>
<tr><td>F15</td><td>CHILDREN</td><td>Refer to Working Sheet HK-13 for computation.

<u>100% Eligibility - </u>This part has to be filled in by the individual who is entitled to claim the whole deduction.

* <u>50% Eligibility - </u>Where two or more individuals (not husband and wife living together) are each entitled to claim a deduction for payment made in respect of the same child, each of those individuals is entitled to claim 50% of the whole deduction. Subsection 48(4)

For Separate Assessment, the deduction in respect of each child may be claimed by either the individual or his spouse.

Example: Ali and his wife may claim the deduction in respect of their children as follows:

<table>
<tr><th></th><th>Ali</th><th>Wife</th><th></th><th>Ali</th><th>Wife</th></tr>
<tr><td>(i)</td><td>5</td><td>0</td><td>(iv)</td><td>2</td><td>3</td></tr>
<tr><td>(ii)</td><td>4</td><td>1</td><td>(v)</td><td>1</td><td>4</td></tr>
<tr><td>(iii)</td><td>3</td><td>2</td><td>(vi)</td><td>0</td><td>5</td></tr>
</table></td></tr>
<tr><td>F15a</td><td>CHILD - UNDER THE AGE OF 18 YEARS</td><td>Child relief of RM1,000 is allowed if the individual pays for the maintenance of each unmarried child under the age 18 years at any time in that year. Paragraph 48(1)(a) & 48(2)(a)</td></tr>
</table>

F15b	CHILD - 18 YEARS & ABOVE AND STUDYING	❑ Relief for each unmarried child of 18 years and above who is receiving full-time education is RM1,000. Paragraph 48(1)(b) & 48(2)(a); or ❑ Relief of RM6,000 for each unmarried child of 18 years and above on condition that: (i) receiving further education **in Malaysia** in respect of an award of diploma or higher (excluding matriculation/preparatory courses). (ii) receiving further education **outside Malaysia** in respect of an award of degree or its equivalent (including Master or Doctorate). (iii) the instruction and educational establishment shall be approved by the relevant government authority. Subparagraph 48(3)(a)(i)
F15c	CHILD - DISABLED CHILD	An individual is entitled to a relief of RM6,000 if the child is disabled. Paragraph 48(1)(d) & 48(2)(b). An additional relief of RM6,000 is given for each disabled child of 18 years and above on condition that: (i) receiving further education **in Malaysia** in respect of an award of diploma or higher (excluding matriculation/preparatory courses). (ii) receiving further education **outside Malaysia** in respect of an award of degree or its equivalent (including Master or Doctorate). (iii) the instruction and educational establishment shall be approved by the relevant government authority. An individual is entitled to a total relief of **RM12,000** if the above condition is complied with. Subparagraph 48(3)(a)(ii)
F16	**LIFE INSURANCE AND PROVIDENT FUND** Refer to Working Sheet HK-14 for computation. ❑ Insurance premiums paid for policies taken on the life of an individual, husband or wife are allowable deductions. Insurance premiums on the life of the child do not qualify. ❑ Contributions to the Employees Provident Fund or other provident funds or pension schemes approved by the Director General of Inland Revenue. ❑ Total relief for the payment of life insurance premiums and contributions to the Employees Provident Fund (EPF) or other approved schemes is limited to RM6,000 for an individual and RM6,000 for the wife who has total income. If the husband or wife elects for **joint assessment**, the insurance premiums and EPF contributions are limited to **RM6,000**. Paragraphs 49(1)(a), 49(1)(b), 49(1)(c), 49(1A)(b) *Example:* The taxpayer elects for joint assessment and the insurance premiums paid by the husband and wife are RM300 and RM6,500 respectively. The allowable deduction is limited to **RM6,000** and **not RM6,800**. In situations where the husband has no total income and the wife is assessed separately as an individual, any expenditure on insurance premium incurred by the husband shall be deemed to have been paid by the wife and is allowable up to the limited amount only. However, if the husband has no total income but contributes to EPF, the wife is not allowed to claim a deduction from her own income in respect of the husband's EPF contribution. Likewise if the wife has no total income. Subsections 50(2) and 50(3)	

F17	**PRIVATE RETIREMENT SCHEME AND DEFERRED ANNUITY** An amount limited to a maximum of RM3,000 is deductible in respect of contribution made to a private retirement scheme approved by the Securities Commission and total payment of deferred annuity. This deduction has effect from year of assessment 2012 until the year of assessment 2021. Subsection 49(1D)	
F18	EDUCATION AND MEDICAL INSURANCE	A relief not exceeding RM3,000 is available on insurance premiums in respect of education or medical benefits for an individual, husband, wife, or child. Subsection 49(1B). Refer to Working Sheet HK-14 for computation.
F19	TOTAL RELIEF	Sum of amounts from items F1 to F18. Transfer this amount to item B9.
PART G		**PARTICULARS OF TAX AGENT WHO COMPLETES THIS RETURN FORM**
G1 – G4	This section has to be filled in, affirmed and duly signed by the tax agent who completes this return form.	

TAX SCHEDULE

CATEGORY	RANGE OF CHARGEABLE INCOME (a)	COMPUTATION RM (b)	RATE % (c)	TAX RM (d)
A	0 - 5,000	First 5,000	0	0
B	5,001 - 20,000	First 5,000 Next 15,000	1	0 150
C	20,001 - 35,000	First 20,000 Next 15,000	5	150 750
D	35,001 - 50,000	First 35,000 Next 15,000	10	900 1,500
E	50,001 - 70,000	First 50,000 Next 20,000	16	2,400 3,200
F	70,001 - 100,000	First 70,000 Next 30,000	21	5,600 6,300
G	100,001 - 250,000	First 100,000 Next 150,000	24	11,900 36,000
H	250,001 - 400,000	First 250,000 Next 150,000	24.5	47,900 36,750
I	Exceeding 400,000	First 400,000 For every next ringgit	25	84,650 ....

COUNTRY CODES					
The following are some of the codes for countries identified. Please refer to Appendix E of the Form BE Guidebook for the full list.					
Country	**Code**	**Country**	**Code**	**Country**	**Code**
Australia	AU	Iran (Islamic R.O.)	IR	Philippines	PH
Bangladesh	BD	Iraq	IQ	Saudi Arabia	SA
Brunei	BN	Japan	JP	Singapore	SG
Cambodia	KH	Korea, D.P.R.	KP	South Africa	ZA
Canada	CA	Korea, R.O.	KR	Sri Lanka	LK
China	CN	Laos, D.P.R.	LA	Taiwan	TW
Denmark	DK	**Malaysia**	**MY**	Thailand	TH
Hong Kong	HK	Myanmar	MM	United Kingdom	GB
India	IN	New Zealand	NZ	United States	US
Indonesia	ID	Pakistan	PK	Vietnam	VN

Note: R.O. = Republic of; D.P.R. = Democratic People's Republic of