

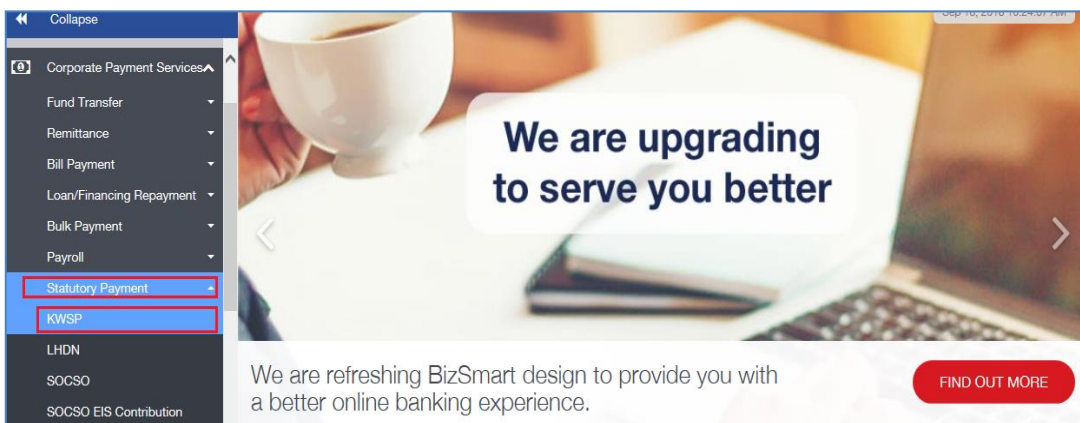
User Guide for **KWSP Contribution**



How to submit KWSP Contribution?

1

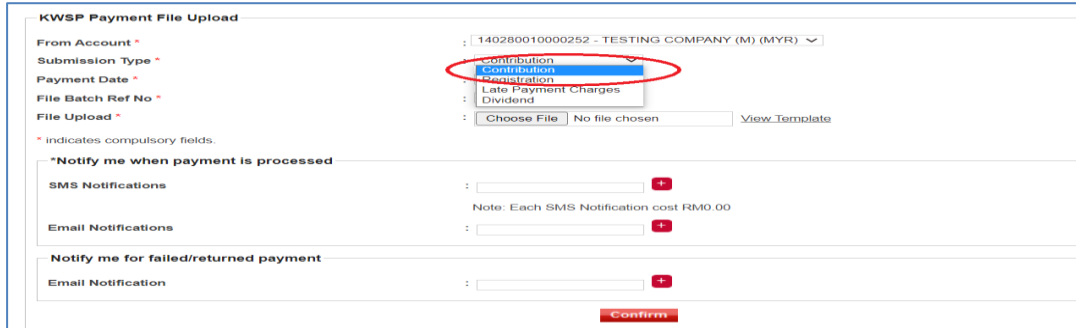
Login as Payment Maker > click on **Corporate Payment Services**
>> Scroll to **Statutory Payment** > Click on **KWSP**



The screenshot shows the BizSmart mobile app interface. On the left, a navigation menu is visible with the following items: Corporate Payment Services (expanded), Fund Transfer, Remittance, Bill Payment, Loan/Financing Repayment, Bulk Payment, Payroll, Statutory Payment (highlighted with a red box), and KWSP (highlighted with a blue box). Below the menu are LHDN, socso, and socso EIS Contribution. On the right, a banner features a white cup of coffee and a laptop. The banner text reads: "We are upgrading to serve you better" and "We are refreshing BizSmart design to provide you with a better online banking experience." A red button labeled "FIND OUT MORE" is located at the bottom right of the banner.

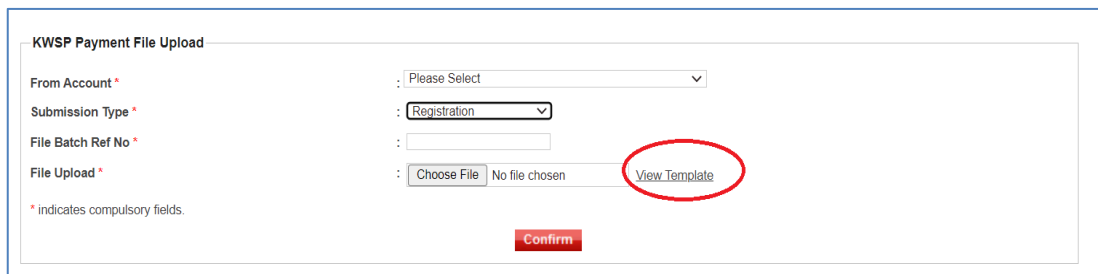
2

Key in payment details > For **Submission Type** select **Contribution** or **Registration** (for first time registration to send payment file via Alliance BizSmart®)



3

Click on **View Template** to download KWSP file format



- Please complete the file prior to upload on BizSmart®. The file format can be in MS Excel or text file (.txt) format.
- Payment Authoriser approval is not required for Registration submission. System will update the registration status within 7 working days after file upload.
- Payment Authoriser approval is required for actual contribution.