



USER MANUAL
NO. PIN APPLICATION
&
FIRST TIME LOGIN

- ezHASiL -



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SECTION A: INTRODUCTION

1.1 Purpose

This document is the user manual for ezHASiL Centralized Interface. In this document the guide of using ezHASiL system for **First Time Login** is listed for user's reference.

1.2 System Requirement

Requirement	Description
Computer / Processor	At least Intel Pentium® III and above
Memory	At least 128 megabyte(MB)
Operating System	At least Microsoft Windows 7 (Latest service pack), Linux and Macintosh
Internet Browser Microsoft Internet Explorer 11.0 and above Microsoft Edge Mozilla Firefox 44.0 Google Chrome 46.0 Safari 5	128-bit encryption
e-Filing Digital Certificate	
Internet Line	Priority 512Kbps speed and above
Adobe Reader	For printing Acknowledgement Receipt and User Manual.

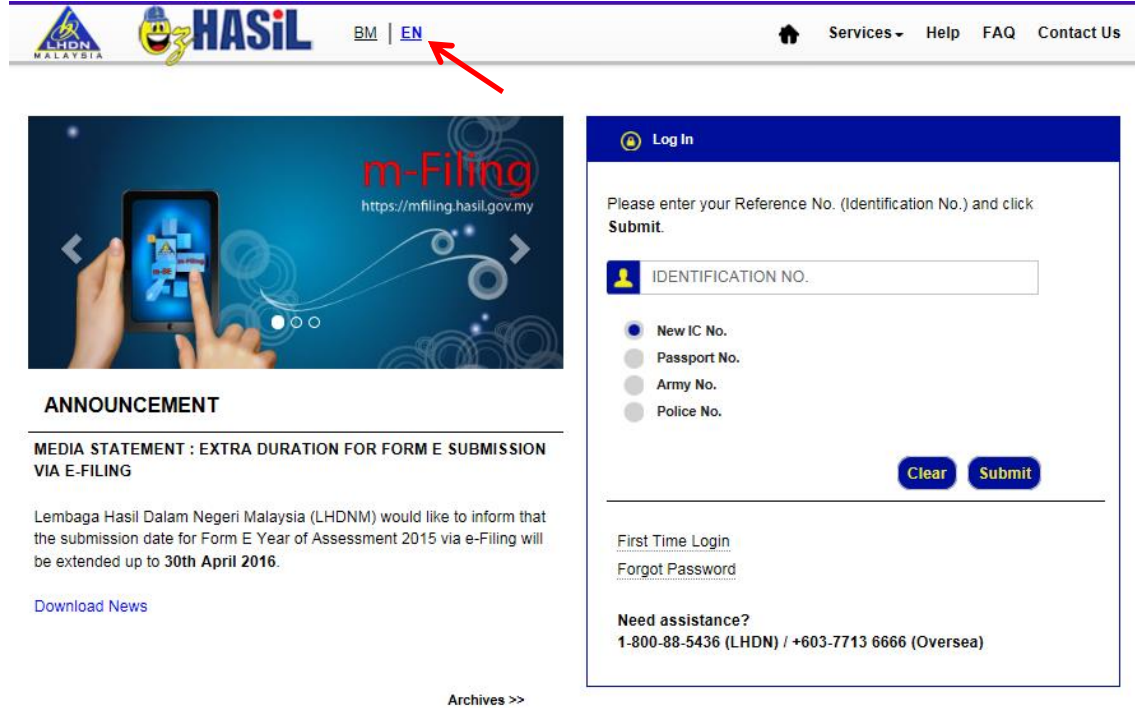
1.3 Internet Browser Setting

For users of ezHASiL system, you are required to set your browser as below:

Internet Explorer	Go to Tools -> Internet Options -> Privacy -> Pop-up Blocker. Click on "Turn On pop-up Blocker" checkbox to remove √.
Microsoft Edge	Go to Settings -> Advanced Setting -> View Advanced Setting -> Block pop-ups. Click on button to change display to "OFF".
Mozilla Firefox	Go to Menu -> Options -> Content -> Pop ups. Click on "Block pop-up windows" checkbox to remove √.
Google Chrome	Go to Settings -> Privacy -> Contents settings -> Pop-ups. Select "Allows all sites to show pop-ups".
Safari	Go to Settings. Select "Block Pop Up Windows" to remove √.

SECTION B: ACCESSING ezHASiL WEBSITE

- i. Browse to ezHASiL website at <https://ez.hasil.gov.my>



ANNOUNCEMENT

MEDIA STATEMENT : EXTRA DURATION FOR FORM E SUBMISSION VIA E-FILING

Lembaga Hasil Dalam Negeri Malaysia (LHDNM) would like to inform that the submission date for Form E Year of Assessment 2015 via e-Filing will be extended up to **30th April 2016**.

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Log In

Please enter your Reference No. (Identification No.) and click **Submit**.

New IC No.
 Passport No.
 Army No.
 Police No.

Clear **Submit**

[First Time Login](#)
[Forgot Password](#)

Need assistance?
1-800-88-5436 (LHDN) / +603-7713 6666 (Oversea)

- ii. Click on **EN** link. ezHASiL system will be displayed in English version.

SECTION C: FIRST TIME LOGIN

1.1 Announcement

- You need to be a registered taxpayer in order to get / verify your PIN No.
- If you are not a registered taxpayer, visit the nearest LHDNM branch
- Please bring:
 - A copy of Identification Card,
 - Income Statement / Latest Pay Slip
- Or via e-Daftar. Please click on [here](#) link to go to e-Daftar application.

1.2 PIN No. Application (for Individual Taxpayer)

PIN No. application for Individual taxpayer can be obtained at the nearest LHDNM branch.

1.3 e-Filing Organization PIN No. Application

PIN No. application for Organization taxpayer can be obtained as below:

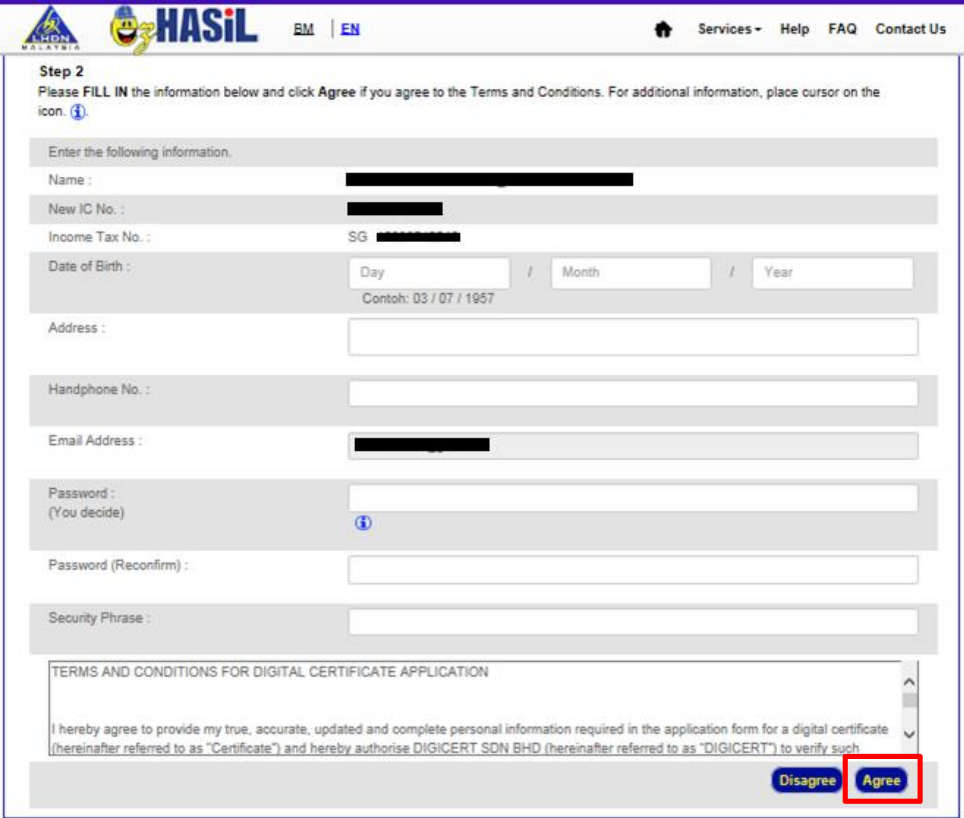

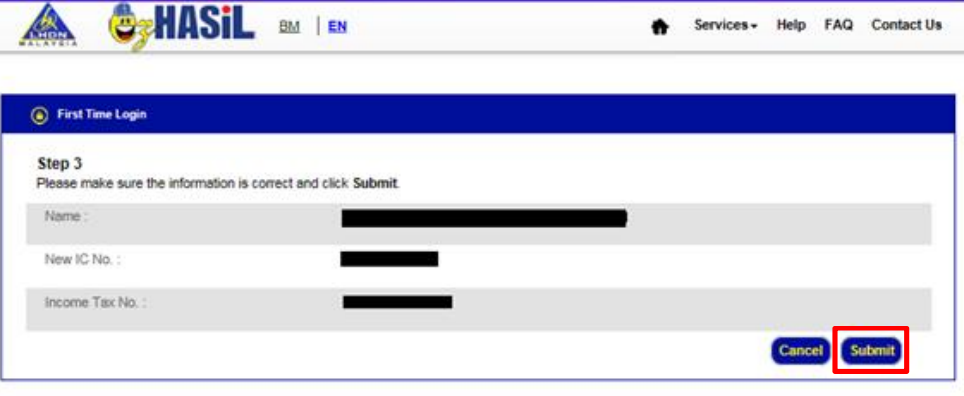
- i. **LHDNM Branch / Urban Transformation Centre (UTC) / Pusat Khidmat Hasil (PKH)**
Please visit to the nearest LHDNM branch / UTC / PKH and bring supporting document as below:
 - a. A complete **CP55B Form**.
 - b. Form 49. If Form CP55B is signed by Company's Director.
 - c. Company's authorization letter as representative – if CP55B is signed by individual other than Company's Director.
 - d. A copy of Identification Card / Passport of Company's Director or Company's Representative.
 - e. Application through third party is permitted provided there is a written company's authorization letter using company's letter head from Company's Representative accompanied by a copy of Company's Representative Identification Card. Other supporting document:
 - A copy of Form 49 (if Form CP55B is signed by Company's Director)
 - Company authorization letter as representative (if Form CP55B is signed by individual other than Company's Director)

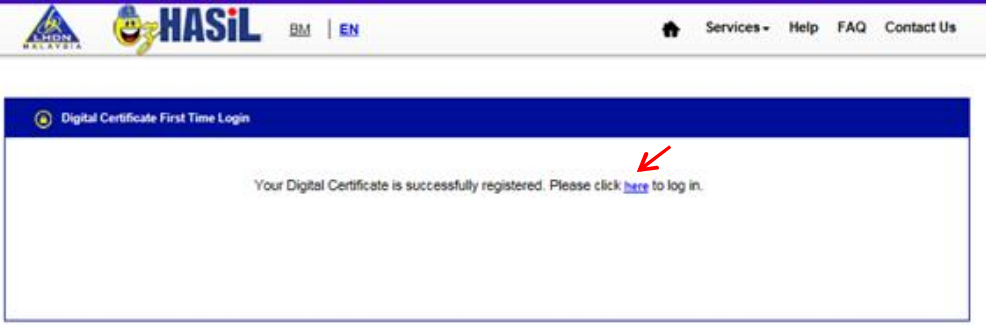
1.4 First Time Login

This function is use by ezHASiL users. Users are required to perform **First Time Login** in order to confirm the existence of individual or organization digital certificate. Users is able to use normal login after successfully perform First Time Login.

***NOTE:** PIN No. can be obtained at the nearest LHDNM counter / branch.

	
<p>1.</p>	<p>At Login screen, click on First Time Login link. ezHASiL system will navigate you to Step 1 of First Time Login.</p>
	
<p>2.</p>	<p>Enter your PIN No. and Reference No. (Identification No.). Click on Submit button. ezHASiL system will display Step 2 of First Time Login as below.</p>

	
3.	Fill in all information. To view password security criteria, place your cursor on icon  . Click on Agree button. ezHASiL system will display Step 3 of First Time Login as below.
	
4.	To complete your First Time Login, click on Submit button. If successful, ezHASiL system will display message as below.

	
5.	Click on here link to proceed with login.