



USER MANUAL
NO. PIN APPLICATION
&
FIRST TIME LOGIN

- ezHASiL -



CONTENTS

SECTION A: INTRODUCTION.....	3
1.1 Purpose	3
1.2 System Requirement.....	3
1.3 Internet Browser Setting.....	3
SECTION B: ACCESSING ezHASiL WEBSITE	4
SECTION C: FIRST TIME LOGIN	5
1.1 Announcement	5
1.2 PIN No. Application (for Individual Taxpayer).....	5
1.3 e-Filing Organization PIN No. Application.....	5
1.4 First Time Login	6

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.

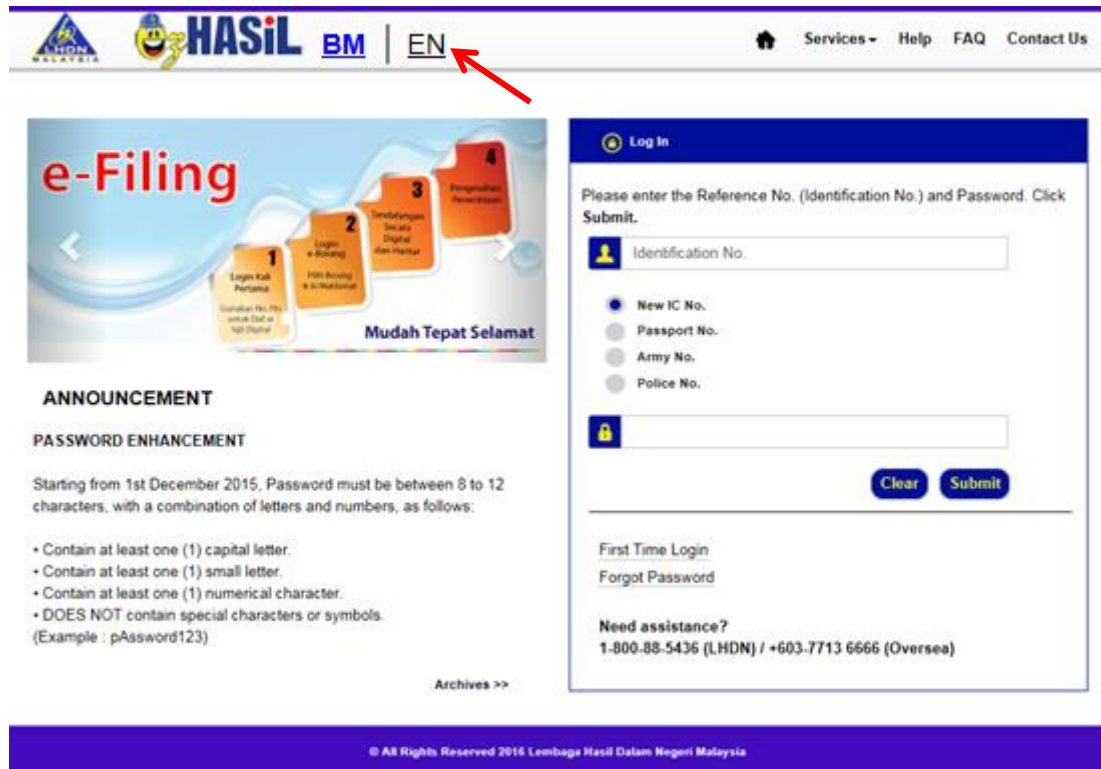
1.3 Internet Browser Setting

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/>.



- 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:

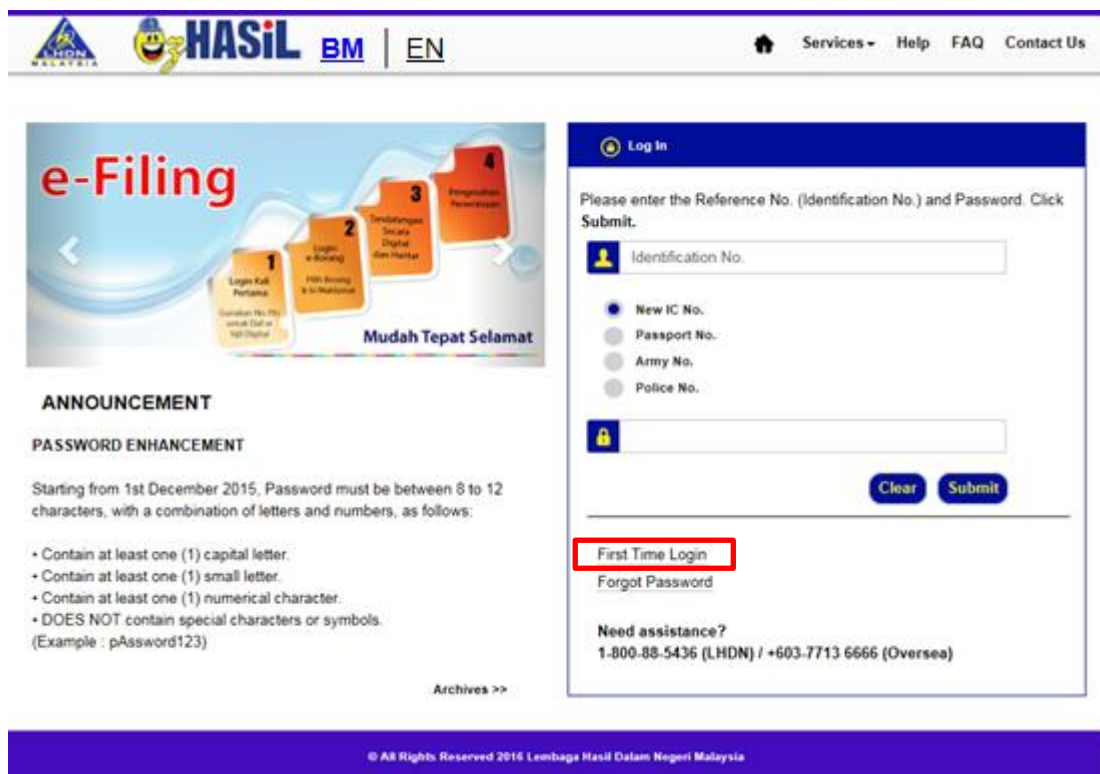
- a. A complete **CP55B Form**.
- b. Form 49. If Form CP55B is signed by Company's Director.
- c. Company's authorization letter as representative – if CP55B is signed by individual other than Company's Director.
- d. A copy of Identification Card / Passport of Company's Director or Company's Representative.
- 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.

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

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



- ii. At Login screen, click on First Time Login link. ezHASiL system will navigate you to Step 1 of First Time Login.

First Time Login

Step 1
Please enter your PIN Number and Reference Number (Identification Number) and click **Submit**.

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

WHERE YOU CAN GET / VERIFY YOUR PIN NO.?
PIN No. can be obtained from the nearest LHDNM branch.

ANNOUNCEMENT

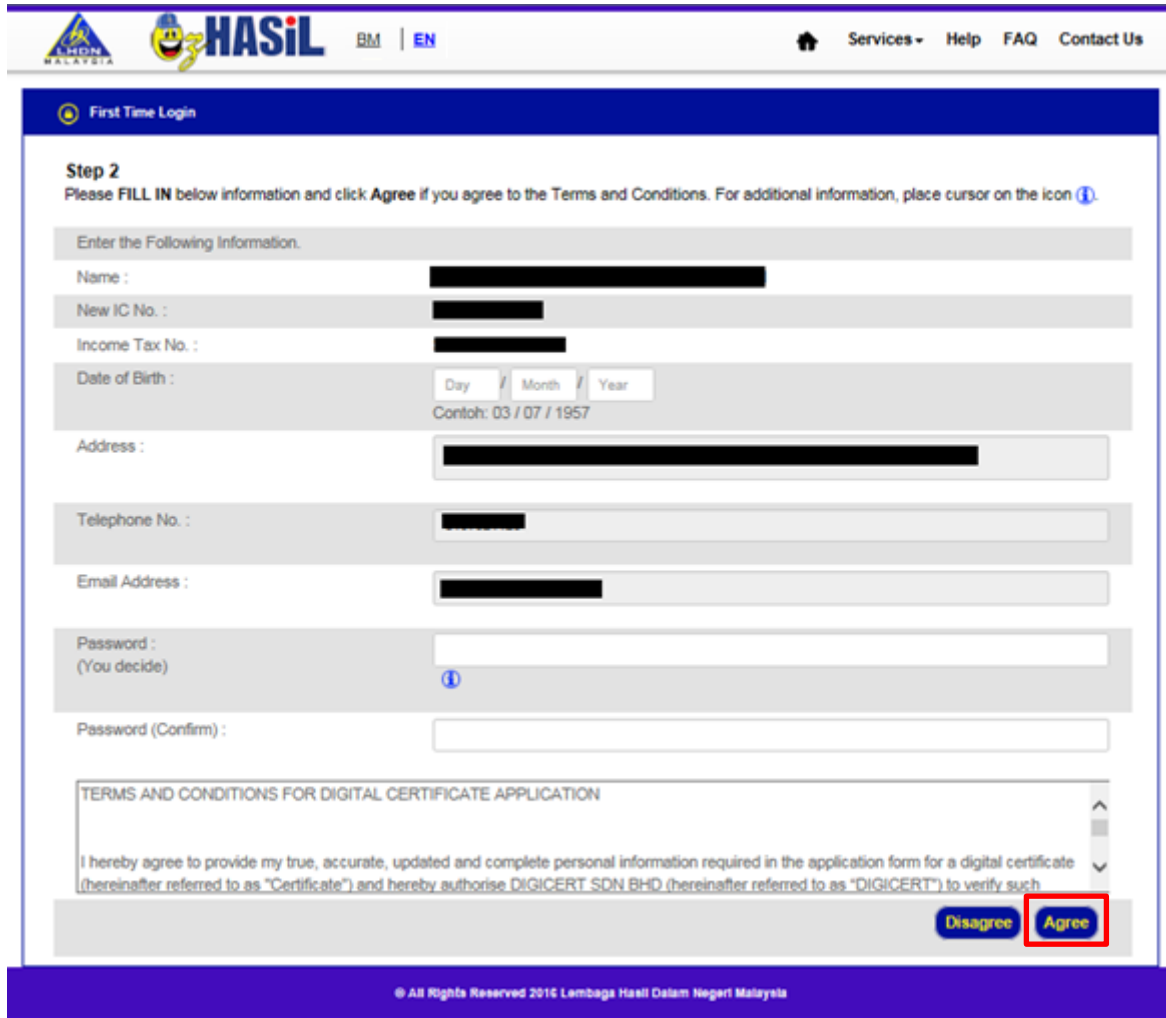
- You need to be a registered taxpayer in order to get / verify your PIN No.
- If you are not a registered taxpayer, visit the nearest LHDNM branch.

Please bring:


- A copy of Identification Card.
- Income Statement / Latest Pay Slip

• Or via e-Daftar. Please click here to go to e-Daftar application.

- iii. 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.



First Time Login

Step 2
Please **FILL IN** below information and click **Agree** if you agree to the Terms and Conditions. For additional information, place cursor on the icon .

Enter the Following Information.

Name :

New IC No. :


Income Tax No. :

Date of Birth : / /
Day / Month / Year
 Contoh: 03 / 07 / 1957

Address :

Telephone No. :

Email Address :


Password :
(You decide) 

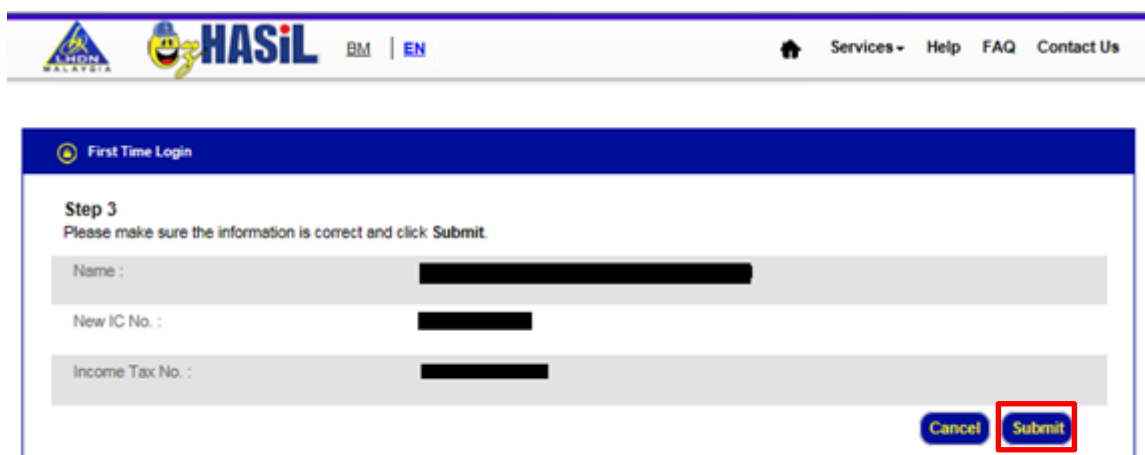
Password (Confirm) :

TERMS AND CONDITIONS FOR DIGITAL CERTIFICATE APPLICATION

I hereby agree to provide my true, accurate, updated and complete personal information required in the application form for a digital certificate (hereinafter referred to as "Certificate") and hereby authorise DIGICERT SDN BHD (hereinafter referred to as "DIGICERT") to verify such

© All Rights Reserved 2016 Lembaga Hasil Dalam Negeri Malaysia

- iv. 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.



First Time Login

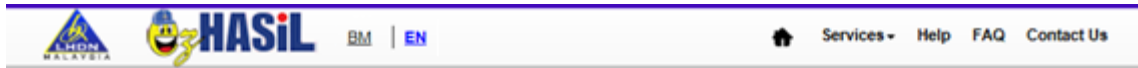
Step 3
Please make sure the information is correct and click: **Submit**.

Name :

New IC No. :

Income Tax No. :

- v. To complete your First Time Login, click on “Submit” button. If successful, ezHASiL system will display message as below.



- vi. Click on here link to proceed with login.