



## GUIDELINES ON CONTRIBUTION PAYMENT (*ONLINE*) SELF-EMPLOYMENT SOCIAL SECURITY SCHEME

The Self-Employment Social Security Scheme was introduced to provide protection against the self-employed. In the early stage, this scheme is compulsory for self-employed taxi, e-hailing and bus drivers under the Self-Employment Social Security Act 2017 (Act 789). This act came into effect from 1<sup>st</sup> June 2017.

Protection under this scheme, whether on a monthly or annual basis is based on the date and time of contribution paid and certified through the receipt of the payment.

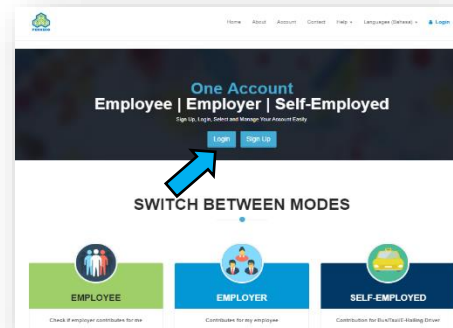
### Documents needed for registration (Taxi and e-hailing driver)

- A valid driving licence; **and**
- A valid PSV Card/Taxi Driver's Card or Valid Authorisation Letter issued by LPKP (Sabah and Sarawak); **or**
- A valid authorisation letter (Sabah and Sarawak); **or**
- Any document/proof of registration with e-hailing services such as "Driver's Profile". (valid until 11<sup>th</sup> July 2019 only)

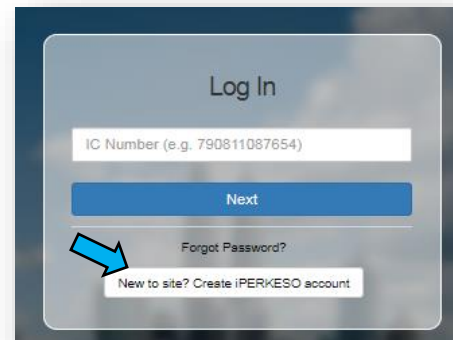
### Document needed for registration (Bus driver)

- A valid driving licence; **and**
- A valid Vocational Licence (PSV Card)

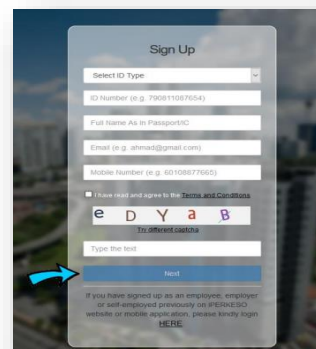
1. Visit [www.iperkeso.my](http://www.iperkeso.my) and click "Log in".



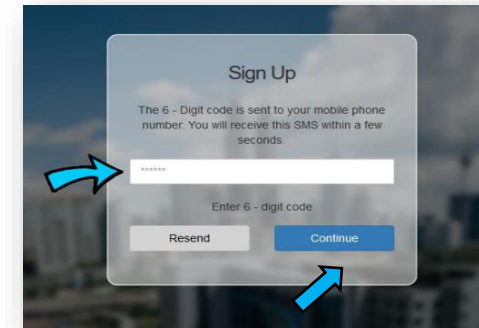
2. Click "New to site? Create iPERKESO account."



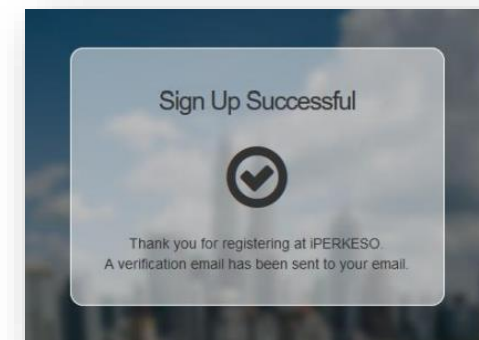
3. Fill in all required information and click the "Next" button.



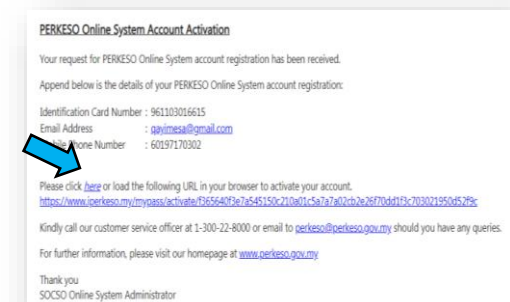
4. An OTP token will be sent to the provided mobile number. Enter the OTP number and click the "Continue" button.



5. Successful Sign Up message will be displayed and a Verification link will be sent to your email.



6. In the email received, click "here" or click the URL below, the link will bring you to iPERKESO page to complete the activation process.



7. The verification link will bring you to this page. Please fill in Secret Phrase, Password dan Confirm Password. Click **"Next"** and you have successfully registered an iPERKESO account.

The image shows the 'Activation' page of the iPERKESO system. It contains a form with fields for 'New IC', 'Secret Phrase', 'Password', and 'Confirm Password'. A blue arrow points to the 'Next' button at the bottom of the form.

8. Enter your IC number and press **Next**.

The image shows the 'Log In' page of the iPERKESO system. It has a text input field for 'Number (e.g. 790811087654)' and a blue 'Next' button. Below the button is a 'Forgot Password?' link and a 'New to site? Create iPERKESO account' link.

9. If the **Secret Phrase** is correct, proceed to enter the **password**. Then, click **"Log In"**.

The image shows the 'Log In' page of the iPERKESO system. It has a 'Secret Phrase' field, a 'New IC' field, and a 'Password' field. A blue arrow points to the 'Log In' button at the bottom.

10. Log in to the system and choose **"I'M SELF-EMPLOYED"** mode.

The image shows the iPERKESO login page. It has three main sections: 'I'M EMPLOYEE', 'I'M EMPLOYER', and 'I'M SELF-EMPLOYED'. A blue arrow points to the 'I'M SELF-EMPLOYED' section.

11. At **REGISTER & CONTRIBUTION** panel, click **Register**. To renew the contribution, click **"Renew"**.

The image shows the 'REGISTER & CONTRIBUTION' panel of the iPERKESO system. It has a 'REGISTER' button and a 'RENEW' button. A blue arrow points to the 'RENEW' button.

12. Fill up the details and download the required document. Then, click **"Submit & pay"**.

The image shows the 'SAYA BEKERJA SENDIRI' (Self-Employed) registration form. It contains fields for 'Nama Pribadi', 'No. Pendaftaran', 'Alamat', 'No. Telp', 'Email', and 'No. Telp. Bisnis'. A blue arrow points to the 'Submit & pay' button at the bottom.

13. Select the bank that you prefer and click **Pay with FPX**.

The image shows the 'Pay Now' page of the iPERKESO system. It has a 'Pay with FPX' button and a 'Pay with FPX' button. A blue arrow points to the 'Pay with FPX' button.

14. After the transaction is completed, the receipt of contribution payment can be downloaded.

The image shows the 'SAYA BEKERJA SENDIRI' (Self-Employed) receipt page. It contains a table with columns for 'Status', 'Tanggal & Masa', 'No. Pendaftaran', 'No. Telp', 'Email', and 'No. Telp. Bisnis'. A blue arrow points to the 'Download' button at the bottom.

15. First time registration and payment process has completed. Sample of the receipt is shown below.



16. To renew the contribution, please refer to step 1 and 8 until 14.