

KWSP - Upload File Format

Field name	Type	Length	Remark
1.1 Record Type	Num	1	Header Section (Type is '0')
1.2 File Name	Char	16	Name of file (Value is 'EPF MTHLY FORM A')
1.3 Officer Name	Char	40	Name of Officer-in-charge
1.4 Contact No.	Char	20	Contact No.
1.5 Fillers	Space	22	Spaces

Field name	Type	Length	Remark
2.1 Record Type	Num	1	Type is '1'
2.2 Employer Name	Num	19	Employer reference number. Leading zeroes if < 19 digits
2.3 Month	Num	4	Month of Contribution E.g: Jan 1998 salary, value is '0298'
2.4 Contribution Indicator	Char	3	" N" : 2 spaces follow by N
2.5 Fillers	Space	52	Spaces

Field name	Type	Length	Remark
3.1 Record Type	Num	1	Type is '2'
3.2 Member Number	Num	8	Employee EPF Membership Number. Leading zeroes if < 8 digits. Zeroes if no EPF membership number.
3.3 NRIC Prefix	Char	1	Prefix of IC: A/H/K. Space if no prefix.
3.4 NRIC number	Char	12	Registered IC number of employee. If <12 digits, pad with trailing blanks/spaces. Zeroes if no IC number
3.5 Employee Initial	Alpha	3	Initials according to employee's name. If < 3 characters, pad with trailing blanks/spaces.
3.6 Employee Name	Char	34	Registered name according to EPF membership card, otherwise according to IC. If < 34 characters, pad with trailing blanks/spaces.
3.7 Employer Amount	Num	13	Employer's share of contributions. Leading zeros if < 13 digits
3.8 Employee Amount	Num	13	Employee's share of contributions. Leading zeros if < 13 digits.
3.9 Employee ID	Char	10	Identifying key of the employee in the employer's payroll/personnel system
3.9 Employee Salary	Num	13	Employee Salary

Field name	Type	Length	Remark
4.1 Record Type	Num	1	Trailer Section (Type is '3')
4.2 Hash Total	Num	13	Hash total of all EPF membership numbers Leading zeroes if < 13 digits
4.3 Number of Employees	Num	5	Total number of employees Leading zeroes if < 5 digits
4.4 Total Employers' Contribution	Num	15	Total amount of employers' share of contribution Leading zeros if < 15 digits
4.5 Total Employees' Contribution	Num	15	Total amount of employees' share of contribution Leading zeros if < 15 digits
4.6 Fillers	Space	46	Spaces