

HOW TO PEFORM BULK UPLOAD FOR PAYROLL

1. Download the File Format provided by the Bank under eBanker Pro hyperlink <u>FILE TEMPLATE</u> and Double Click the FILE

File Home SI	nare	View						
← → * ↑ <u>•</u> ,	This	Name	Date modified	Туре	Size	~ 0	Search Format lemplate	
Quick access Desktop Downloads	*	i ka dala dalah daga da angeri Angeri angeri angeri angeli	31/12/2021 2:14 PM 31/12/2021 2:14 PM	Microsoft Excel 97 Microsoft Excel W	50 KB 12 KB			
Documents	*	Payroll File Upload Format v1.0	31/12/2021 2:14 PM 31/12/2021 2:14 PM	Microsoft Excel W Microsoft Excel W	22 KB 22 KB			
items 1 item select	ed 21	.1 KB						85

2. Fill up your transaction information follow the format provided by the Bank and SAVE the file

K 8 5- 0	(#)		Payroll File Uple	oad Format v1.0 -	Excel	-		? 🗈 – 🗗 🗙
FILE HOME	INSERT PAGE LAYOUT FORMUL	AS DATA REVIEW	VIEW					
Arial	• 10 • A A = =	E 🗞 - Er Wrap Text	Text	• •	🐺 🐺 🛱	Σ Auto	oSum * Ary	U
Paste s I	<u>u</u> • 🖽 • 🌺 • 💻 = = =	🗄 🖅 🗄 Merge & Ce	enter - 🛐 - % , 🖏	0 .00 0 .00 Formattin	ial Format as Cell Inse g∗ Table∗ Styles∗ ×	t Delete Format	Sort & Find & F* Filter * Select * Cla	Manual ussification
Clipboard 🕞	Font 5a	Alignment	Number	r _{ii}	Styles	Cells	Editing Data	a Protection 🔺
H12 + :	X / fr							~
1				-				
Payment Mode	Beneficiary Name	Beneficiary Account	Beneficiary Bank Code	Amount	Payment Description	Payment Reference	Beneficiary New IC No	Beneficiary Old
2	PPTS d Sile lars	5-50	CIBBMYKL	112.20			101325-26681	
3	Break PA Testing		MBBEMYKL	113.30	in the second se	Esser-	101282-4681	
4	Current Sector	1258-7-E	MBBEMYKL	114.40			0128-2681	
5	READ BODY		HLBBMYKL	115.50	217			ASCENSE:
6	Les en June 7 Stable		MBBEMYKL	116.60	122			
7			MBBEMYKL	7500.00		En 12 20 13-6		
8	Fighter Instantion	2506	MBBEMYKL	117.70	==			ASC2000
9			MFBBMYKL	118.80				
10								
Sar	nple Bank Code 🔶				: ()			Þ
READY							III II	+ 100%



3. Login into eBanker Pro (<u>https://eBankerPro.bankislam.biz</u>) by using your Corporate ID (MAKER). Continue with Click LOGIN button





4. Click on CORPORATE PAYMENT SERVICE and continue with Click on PAYROLL, and Click PAYROLL FILE UPLOAD button



5. Key in the information and details for each field as per table below. Once complete, Click SUBMIT button

No.	Field Name	Field Information	Field Description
1	From Account	Dropdown List	List of your account registered in eBanker Pro
2	ID Validation	NO or YES	NO – eBanker Pro will <u>NOT</u> send the
			IDENTIFICATION INFORMATION to partner Bank
			YES – eBanker Pro will send the IDENTIFICATION
			INFORMATION to partner Bank
3	Payment Date	Calendar	System will process based on selected Date
			either TO DAY date or FUTURE date
4	File Type	OLD FORMAT or	OLD FORMAT – Referring to old eBanker file
		NEW FORMAT	format
			NEW FORMAT – Referring to new eBanker Pro
			file format
5	File Batch Ref	Free text	Unique information for the reference (without
	No.		space)
6	File Upload	Browse function	Find the file to upload



7 Email Notification	Free text including "@" symbol	eMail Notification	
Payroll File Upload			× □ - ∨ : M ≠ ↔ % 9
BANK ISLAM Amanah Terjamin. Nilai Terhasil.	=	BANK	
Home	Payroll File Upload		
Account Management Corporate Payment Services	Service Type	Payroll	~
Investment Account • Image: Treasury Services •	ID Validation *	No	×
Transaction Status & Authorisation Trade Finance	Payment Date * File Type *	21/05/2025 Please Select	
Reference 🗸	File Batch Ref No *		View
	File Upload * * indicates compulsory fields.	Choose File No file chosen	Template
	*Notify me when payment is processed		•
		Confirm	
	About Bank Islam Bank Islam	Terms & Conditions Client Charter Privacy N Ivsia Berhad [Registration No. 198301002944 (98127-X)]. Al	lotice Contact Us

6. If the file format in valid, eBanker Pro will proceed to Preview page as below. Else, eBanker Pro will prompt an error message for you to amend the File Template and redo the previous process. If you want to view details of the file, you may click the FILE BATCH REF NO. hyperlink button and to



Payroll File Upload X	+			· - 0
→ C ▲				은 순 ☆ 🛸 🔕
BANK ISLAM Amanah Terjamin. Nilai Terhasil.	≡		BANK	eneoruoelleerii 🕐
el al-	•			
Home	Payroll File	Upload - Preview		
Account Management	-			
Corporate Payment	Service Type		Payroll	
Services	From Account			
Remittance	ID Validation		Yes	
Bill Presentment	- File Upload		Payroll File Upload Format v1.0.xlsx	
Bill Payment	Payment Date		21/05/2025	
Financing Payment	File Type		New Format	
Bulk Payment	File Patch Pat No.		toctingBaurol	
Payroll			testingrayion	
Payroll File Upload	*Notify me when pa	ayment is processed		
Payroll Template input Statutory Payment	Email Notifications			
Direct Debit	 Payment Summary 	r		
Cards Payment				Total Service Charges (MYR)
Salary Plus	•	Total No of Records	Total Amount (MTR)	Transaction Fee
Investment Account	Pay To Own	0	0.00	0.00
Treasury Services	Pay To Other Bank	8	8,308.50	0.80
Transaction Status &	Total Debit Amount	0	8,309.30	0.00
Authorisation			Back Submit	
Defense				
Reterence		About Bank Islam	rms & Conditions Client Charter Privac	



7. Once Click the hyperlink button, all the details will be appear as per below for you to verify. Click BACK button to go to previous page

ANKUSLAM	=				В	ANK	Μ	Star Roy	16030.460a.	
ut ne se	•									
lome	0	Pay	roll File	Upload Bate	ch Details					
Account Management										
Corporate Payment	Fro	om Accou	unt				=		-	
Services	ID	Validatio	n			Yes				
euna transfer Remittance	File	e Batch F	Ref No			testingPayrol				
3ill Presentment	- File	e Upload				Payroll File Upload Format	v1.0.xlsx			
Bill Payment	Pay	yment Da	ate			21/05/2025				
inancing Payment										
Bulk Payment	•					Results 1 - 8 of 8				
Payroll				Beneficiary			Payment		100 C 100 E 100 C	Amount
Payroll File Upload	Ba	ank Gode	Bank Name	Account	Beneficiary Name	ID Validation	Mode	Payment Description	Payment Reference	(MYR)
Payroll Template input	CI	BBMYKL	CIMB BANK BERHAD	2148966251	-5-148 bit -es	Yes - D - ED-	Interbank GIRO	Perila-	Rept of States on	112.20
Statutory Payment	ME	BBEMYKL	MAYBANK BERHAD	1-36996301	Server Tetra	Yes - 📴 🖂 🚛	Interbank GIRO	Forth-Report	Tale and	113.30
Cards Payment	ME	BBEMYKL	MAYBANK	124646466682	Sec. 14 255-	Yes-De ED-BER	Interbank	B a		114.40
Salary Plus	-		HONG				GINO			
nvestment Account	- HL	.BBMYKL	LEONG BANK BERHAD	Bes5189630 0	485)* 88.8%	Yes - #5009662	Interbank GIRO	ar (115.50
reasury Services	• ME	BBEMYKL	MAYBANK BERHAD	760036027.)		Yes -	Interbank GIRO		34.8	116.60
ransaction Status &	■ ME	BBEMYKL	MAYBANK BERHAD	CHORESCOT (Yes-	Interbank GIRO		E-23'-423	7,500.00
rade Finance	- ME	BBEMYKL	MAYBANK BERHAD	360296036		Yes	Interbank GIRO	79-07		117.70
Reference	MF	FBBMYKL	ALLIANCE BANK MALAYSIA	1-0690000011968	Test 3	Yes -	Interbank GIRO			118.80
ogout	-		BERHAD			Results 1 - 8 of 8				
					PDF	Back	Print All			



8. Once click on SUBMIT button, eBanker Pro will prompt a SUCCESSFUL message to mentioned that the transaction is already send to CHECKER level for the next action

erjamin. Nilai Terhasil.	=		BA	NKUSLA	M	Solici Peri	a state
iler •							
	Payroll File Up	load - Acl	nowledgement				
t Management 👻							
ate Payment	Success! Transaction is	successfully se	nt for approval.				
ansfor -	CMS Reference No		CMS	PR31122021000146			
ce :							
əntmənt -	Service Type		Payro	ll			
ient 🔹	From Account		=	C = =:-2			
g Payment	ID Validation		Yes				
ment	File Upload		Payro	oll File Upload Format	v1.0.xlsx		
Payment •	Payment Date		21/04	5/2025			
bit *	File Trees						
yment	не туре		New	Format			
us ~	File Batch Ref No		testir	igPayrol			
nt Account 🚽	*Notify me when payn	nent is proc	essed				
Services 🚽	Email Notifications		mfaiz	r@bankislam.com.my			
on Status &	Payment Summary						
ation				Results 1 - 4 of 4			
ancə 👻	Payment Type		Total No of Records	Total Amou	nt (MYR)	Transaction Fee (M	IYR)
• •	Pay To Own		0	0.00		0.00	
	Pay To Other Bank		8	8,308.50		0.80	
	Additional Charges - SMS		8	8.308 50		0.80	
	Total Debit Amount		193 1	8,309.30			
				Results 1 - 4 of 4			
	Authorisation History						
	Date. Time	User ID	Role	Action Aut	horization Status	Trx Status	Comments

For more information, please contact our Customer Helpdesk

Bank Islam Contact Centre

Via phone at +603-26 900 900 Via email: <u>contactcenter@bankislam.com.my</u>

Customer Helpdesk Via phone: +603 2782 1314/1315 Via email: <u>admin.ebankerPro@bankislam.com.my</u>