



FEDERATION OF MALAYSIAN MANUFACTURING  
(JOHOR BRANCH)  
196801000309 (7907-X)

PROG NO : 10001558138

# FMM WEBINAR ON E-INVOICING FOR SMEs : PRACTICAL, SIMPLE & COMPLIANT

**3 JULY, 2025**

**ZOOM ONLINE PLATFORM**

**8.30AM - 5.00PM**

**RM648.00 (MEMBER)**

**RM756.00 (NON MEMBER)**

**\*\*Inclusive of Service Tax @ 8%**

**\*\*Inclusive of E-Certificate of  
Attendance**

**For more information, please contact :**



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nur\_fatihah@fmm.org.my**



**07-3577613**



**<https://www.fmm.org.my/>**



## **BONUS SEGMENT**

### **MYINVOIS PORTAL DEMOSTRATION**

Watch a walkthrough of issuing a real e-Invoice, cancelling an invoice, and checking invoice status - all using the LHDN MyInvois Portal platform

## PARTICIPATION FEE

| PARTICIPANT  | PER PAX | SST (8%) | TOTAL        |
|--------------|---------|----------|--------------|
| Member       | RM600   | RM48     | <b>RM648</b> |
| Non – Member | RM700   | RM56     | <b>RM756</b> |

## TARGET GROUP

CEOs/Managing Directors/General Managers/Chief Financial Officers/Financial Controllers/Accountants/Auditors/Payroll & HR Personnel/Tax Managers & Consultants/Business Owners

## REGISTRATION

1) Name: \_\_\_\_\_  
 NRIC: \_\_\_\_\_  
 Designation: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Vegetarian : Yes [ ] No [ ]

2) Name: \_\_\_\_\_  
 NRIC: \_\_\_\_\_  
 Designation: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Vegetarian : Yes [ ] No [ ]

### Submitted by:

Name: \_\_\_\_\_  
 Designation: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Tel.: \_\_\_\_\_ Fax: \_\_\_\_\_  
 FMM Membership No.: \_\_\_\_\_  
 Email: \_\_\_\_\_

## REPLACEMENT / CANCELLATION / NO-SHOW

- Cancellation & refund are not allowed
- Replacement at no additional cost.
- FMM reserves the right to cancel or reschedule the programme. All efforts will be taken to inform participants of the changes.
- **Participants who did not turn-up at the events are liable for the full payment.**

### **Please Tick Appropriate Box**

We hereby confirmed that :

- ☐ We will be claiming under scheme **HRD Corp Claimable Course** and full payment would be made to Federation of Malaysian Manufacturers in the event that no disbursement from HRDF under any circumstances
- ☐ We will **NOT** be claiming under SBL-KHAS SCHEME, Enclosed cheque/bank draft, No \_\_\_\_\_ for RM \_\_\_\_\_ being payment made for \_\_\_\_\_ participant(s) made in favour of Federation of Malaysian Manufacturers.

## PAYMENT METHOD

Payee Name : FEDERATION OF MALAYSIAN MANUFACTURERS

Cheque or Bank Draft Crossed Account Payee only

- **Bank-in Payment** : to e-mail or Fax Deposit Slip to FMM for Issuance of Official Receipt
- **Bank Name** : Malayan Banking Berhad
- **Account No** : 5-01280-05654-2
- **Swift Code** : MBBEMYKL

Please write the Event Name on the reverse side of the cheque or on the bankin slip

- For SBL-KHAS Scheme, an Attendance of 100% is a must, in any case, employers will be billed in full
- For SBL-KHAS Scheme, Grant Approval must be forwarded to FMM Johor at least **3 DAYS BEFORE** the seminar date

Registration form must be completed and returned to FMM Johor by **June 30, 2025**. Walk-in participants with payment will be admitted on space availability basis. Upon sending the registration form, you are deemed to have read and accepted the terms and conditions.

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## July 3, 2025 (Thursday)

08:30am – 09:00am ●—● **Registration of Participants**

09:00am – 10:30am ●—● **Module 1 - What is e-Invoicing?**

- Why LHDN is implementing e-Invoicing
- What SMEs must comply with by 1 August 2025
- MyInvois Portal vs. API integration

### **Module 2 - Who Needs to Comply?**

- Thresholds: RM100 mil / RM25 mil / ALL
- Sole proprietors, online sellers, hawkers, LLPs
- E-Invoicing by freelancers and side businesses

10:30am – 10:45am ●—● **Morning Break**

10:45am – 01:00pm ●—● **Module 3 - Types of e-Invoices & When to Issue Them**

- Sales, self-billed, credit note, refund invoice
- When to issue to foreign customers, cash sales, intercompany

### **Module 4 - Common SME Scenarios: What To Do**

- Taobao/Alibaba purchases – Self-billed invoice?
- Services from foreign freelancers – WHT risk?
- Collecting public donations – Does it need e-invoicing?
- Claiming from staff on behalf of company – Is that an invoice?

01:00pm – 02:00pm ●—● **Lunch Break**

02:00pm – 03:30pm ●—● **Module 5 - How To Start – Simple Setup Options**

- How to register with MyInvois
- Bill numbers and validation
- Choosing software or doing it manually
- No ERP? No problem – simplified method for small traders

### **Module 6 - Errors, Cancellations & Customer Disputes**

- Cancelling wrongly issued invoices
- Adjustments via credit note
- How long do you keep records?

03:30pm – 03:45pm ●—● **Afternoon Break**

03:45pm – 05:00pm ●—● **Module 7 - Tax Risks & Audit Readiness**

- E-Invoicing and LHDN audits
- Penalties for non-compliance
- How E-Invoicing helps in audit defense

### **Module 8 - Q&A Clinic : Ask the Expert**

- Your burning questions on real SME scenarios
- We'll clarify even the most confusing cases

05:00pm ●—● **End of Program**

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## **SPEAKERS**

### **YONG MEI SIM**

#### **Tax Consultant | Former IRB Official HRDF Trainer**

Madam Yong Mei Sim holds a Bachelor of Science in Economics from Universiti Sains Malaysia and a Master of Science in Taxation from Golden Gate University, USA. She has served the Inland Revenue Board of Malaysia (IRBM) for over 35 years and was formerly the Principal Assistant Director of the Penang branch. Throughout her career, she served in key units such as the Payroll Taxes Unit, Field Audit, and Desk Audit Unit, and actively supported IRBM's Federal Counsels in tax litigation matters.

Madam Yong is a sought-after speaker and has conducted extensive nationwide training on income tax updates and related taxation issues. With deep expertise in Malaysian tax legislation, audit defence, and corporate advisory, she equips professionals with practical insights into navigating complex tax regulations and handling IRB audits. Her sessions are practical, insightful, and focused on real-world compliance strategies.