

Access EasyPay October 2025 Release Notes



About these Release Notes

Welcome to the Access EasyPay Release Notes!

This document outlines all you need to know about this version of the software, it will provide you with a summary of the changes, and by using the hyperlinks you will be able to easily navigate through the document to find out detailed information about the new features, including screenshots and videos where appropriate.

Please refer to the table of contents for a full list of what is included.

About Access EasyPay

EasyPay is an award-winning and leading payroll and human resource management software trusted by over 18,000 businesses including SMEs and MNCs in the region for over 30 years.

As global and local business landscapes are constantly changing, HR practitioners today demand a system that is not just reliable and efficient, but also compliant with the local regulatory standards, configurable, intuitive to use and able to handle ad-hoc and unexpected cases. EasyPay does just that.



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Release Summary

Access EasyPay v2025.02 and v2025.03

Version 2025.03 updates

General

Import and Export Excel Feature is now enhanced to use 3rd Party Library. It is no longer required to have Excel installed. Public Holiday 2026 for all the Regions: Singapore, Malaysia, Indonesia, Thailand, Philippines, Hong Kong and Brunei

Version 2025.02 updates

Singapore

Fix bank listing report column alignment
Update direct submission UI for YA2026
Update IR8A, Appendix 8A, Appendix 8B JSON File Generation for YA2026
Update IR8A, Appendix 8A, Appendix 8B UI for YA2026
Update tax employer info JSON file generation for YA2026
Update form changes IR8A, Appendix 8A, Appendix 8B for YA2026
Update IRAS Direct File Submission > Validate button on the UI

Malaysia

Foreign Worker EPF Update - EPF Tables wef October 2025 Foreign Worker EPF Update - EPF Policy wef October 2025 Foreign Worker EPF Update - Pay Detail Default wef October 2025 Foreign Worker EPF Update - EPF Progression wef October 2025

Indonesia

Fix Indonesia tax rounding to comply Core Tax $\,$



Release Contents

The below section describes the release summary in more details.

Updates that apply to Version 2025.02

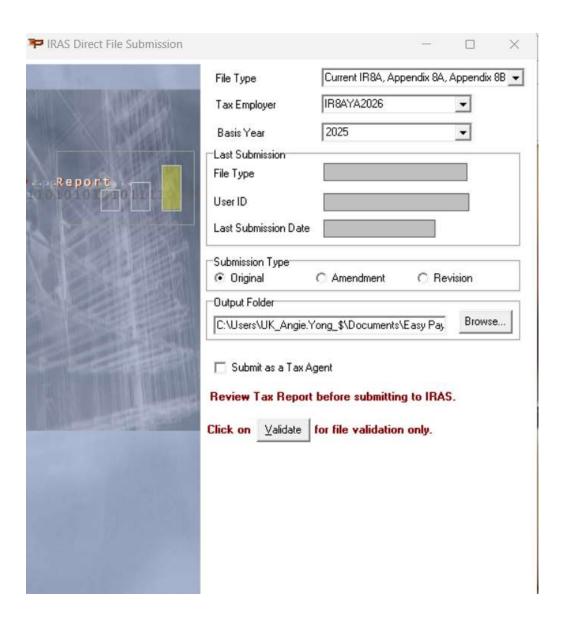
Singapore

Fix bank listing report column alignment
Update direct submission UI for YA2026
Update IR8A, Appendix 8A, Appendix 8B JSON File Generation for YA2026
Update IR8A, Appendix 8A, Appendix 8B, IR8S UI for YA2026
Update tax employer info JSON file generation for YA2026
Update form changes IR8A, Appendix 8A, Appendix 8B for YA2026
Enhance CPF - API Call End to End Flow: EasyPay to CPF Submission for YA2026
Enhance IRAS - API Call End to End: EasyPay to IRAS Submission for YA2026
Update IRAS Direct File Submission > Validate button on the UI



Update direct submission UI for IRAS YA2026

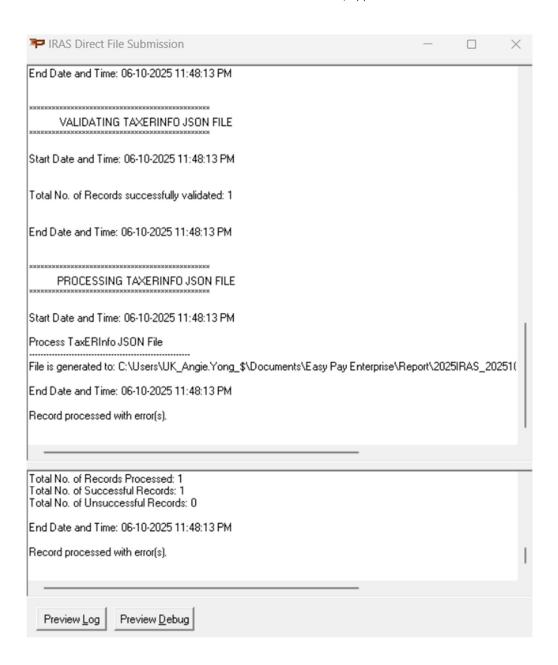
The new AIS-API 2.0 will be in REST JSON format and Appendix 8A & Appendix 8B must be submitted together with IR8A in the same API call. IR8S will no longer be needed for submission. The UI has been enhanced to allow IR8A, Appendix 8A, 8B to be submitted together.







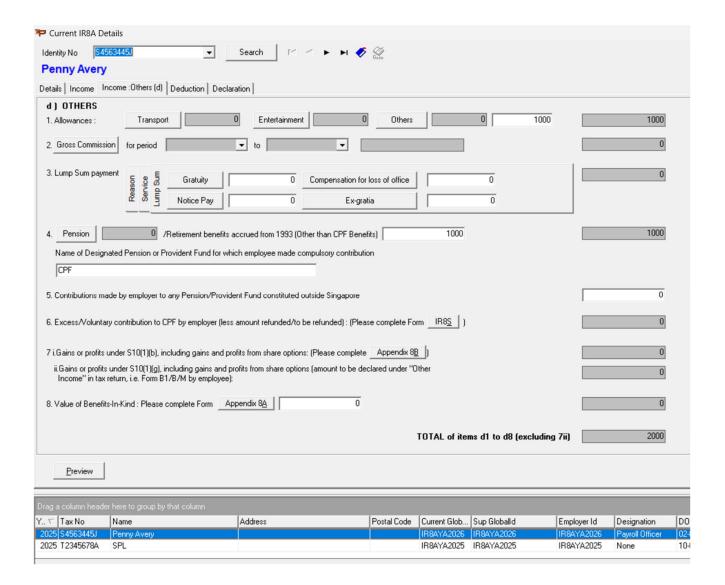
Update IR8A, Appendix 8A, Appendix 8B JSON File Generation for YA2026 The direct submit file is now in JSON format. The file contains IR8A, Appendix 8A & 8B JSON.





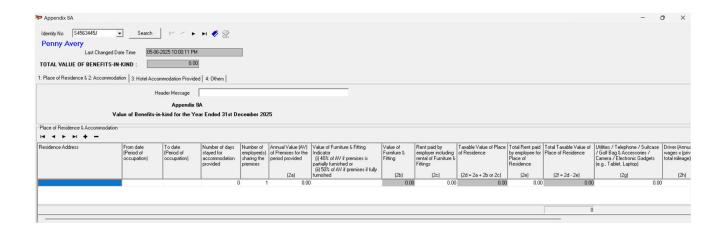
Update IR8A, Appendix 8A, Appendix 8B, IR8S UI for YA2026

Current IR8A UI is updated to comply with the latest IR8A Forms. Changes are numbering and field names, as well as the ESOP/ESOW gains/profit is no longer applicable in YA2026. It is replaced with item 7 under S10(1)(b) & (g).



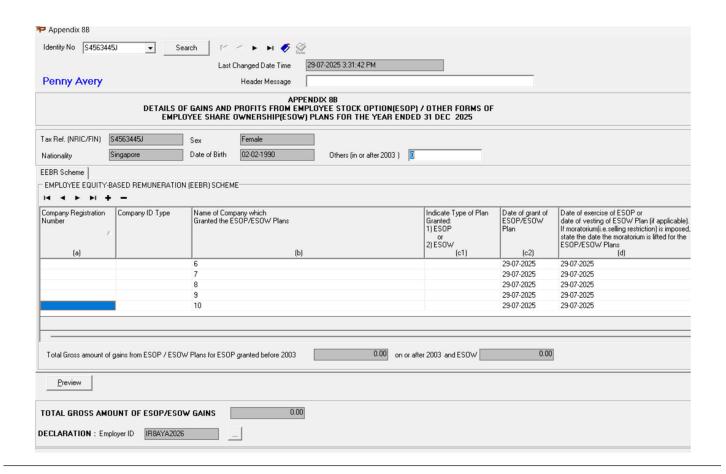
Appendix 8A UI changes

The UI is enhanced to accommodate up to 10 records for place of residence.



Appendix 8B UI change

The Appendix 8B EEBR scheme records is enhanced to accommodate up to 30 records to comply with YA2026. The UI Section B,C,D was removed and left with EEBR scheme to reflect YA2026 changes.





Enhance tax employer info JSON file for YA2026

Tax Employer Information is now a requirement for API submission, this info is included in the JSON file.

Start Date and Time: 06-10-2025 11:48:13 PM

Total No. of Records successfully validated: 1

End Date and Time: 06-10-2025 11:48:13 PM

Start Date and Time: 06-10-2025 11:48:13 PM

Process TaxERInfo JSON File

 $File is generated to: C:\USers\UK_Angie.Yong_\$\Documents\Easy\ Pay\ Enterprise\Report\2025IRAS_20251006234812\2025eTaxERInfo_Submission(0).json$

Fnd Date and Time: 06-10-2025 11:48:13 PM

IR8A Form Changes for YA2026

IR8A form is now updated with the latest format to comply with IRAS YA2026



FORM IR8A(electronic)

This statement can only be issued by an employer in the Auto-Inclusion Scheme (AIS) and is for your retention. The information in this statement will be automatically included in your income tax return, so you need not declare them in your tax form.

Employer's Tax Ref. No. / UEN T16ZZ0099J		Employee's Tax Ref. No. †NRIC/FIN/Passport 84563445J			
Full Name of Employee as per	NRIC/FIN/Passport	Date of Birth	Sex		
Penny Avery		02-02-1990	F		
Residential Address		Designation	Name of Bank to	which salary is credited	
		Payroll Officer			
If employment commenced an (See Explanatory Note 5)	d/or ceased during the year, state :	Date of Commencement	Date of Cessation 01-05-2025	1	
The control of the co	ote 9 unless otherwise specified)	1-	01-03-2023	S	
a) Gross Salary, Fees, Leave P	100 mm - 100		1	6000.00	
	s paid in 2025 and / or contractual bon	us)	ì	NA	
c) Director's fees (approved at t	he company's AGM/EGM on -)	ì	NA	
d) Others :		ŕ			
1. Allowances:				1000.00	
2. Gross Commission				NA	
	// Notice Pay/ Ex-gratia payment			NA	
Compensation for loss of office	S NA				
[See Explanatory Notes 9d (3)]					
(D	accrued from 1993 (Other than CPF Be	1.513		1000.00	
	Provident Fund for which employee m			1000.00	
CPF					
5.0-1.7-1-1-1-1-1-1				***	
[See Explanatory Notes 9d (5)]	oyer to any Pension/Provident Fund con	stituted outside singapore		NA	
6. Excess/Voluntary contributio [See Explanatory Notes 9d (6)]	n to CPF by employer (less amount ref	unded/to be refunded):		NA	
7 i. Gains or profits under \$10(1)(b), including gains and profits from sh	are options:		NA	
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1)(g), including gains and profits from sl	nare options (amount to be declared un	nder "Other		
Income" in tax return, i.e. Form B1/B/M by employee): NA [See Explanatory Notes d)7. To complete the Appendix SB only if there are gains and profits from share options]					
See Explanator Protes up 7. 10 con	aprete the Appendix of only if there are gains i	and profits from same options;			
8. Value of Benefits-in-kind [S	See Explanatory Note 12 and complete Append	ix SA]		NA	
. \ 1 P	me \$ NA	TOTAL of items dl to di	(excluding 7ii)	2000.00	
 e) 1. Remission: Amount of Inco. 2. Overseas Posting: 	MA (See Explanator	v Note Sa)			
3. Exempt Income : \$	NA (See Explanator	v Note Sb)			
f) If ta	x is fully borne by employer , DO NOT	enter any amount in (i) and (ii)			
Employee's income tax	tax is partially borne by employer, stat		oorne by employer	NA	
NO (ii) I	f a fixed amount of tax is borne by emp	oyee, state the amount of tax to be p	aid by employee	NA	
DEDUCTIONS (See Explanator	ry Note 10 - Deductions)				
	ontribution to XCPF Designated P	ension or Provident Fund (less amo	ount refunded / to	1200.00	
be refunded) Name of Fund: Central Provident Fund (Apply the appropriate CPF rates published by CPF Board on its website 'www.cpf.gov.sg'. Do not include excess/voluntary					
contributions to CPF, voluntary contributions to Medisave Account, voluntary contributions to CPF Retirement Sum Topping-up Scheme, SRS contributions and contributions to Overseas Pension or Provident Fund in this item)					
Donations deducted from salaries				NA	
Yayasan Mendaki Fund C		TDA CDAC ECF Other tax	x exempt donations		
Contributions deducted from sal: Life Insurance premiums deduc				NA NA	
DECLARATION (See Explanate				NA	
	cess EasyPay PE (Demo)				
	Commonwealth Lane	#04-01	\$(149555)		
Eddy Low		Director +65-6278-0		05-06-2025	
Name of authorised person making		gnation Tel. No/En		ure Date	
Th	ere are penalties for failing to give	a return or furnishing an incorre	ct or late return.		

IR8A(1/2026) This is a computer generated document, no signature is required.



* Delete where applicable

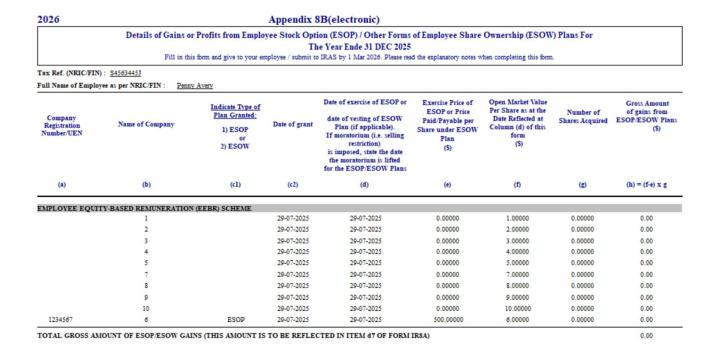
2026

APPENDIX 8A(electronic)

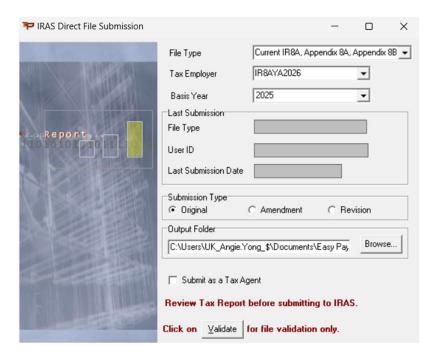
(Fill in this form if applicable and give it to ye	Benefits-in-Kind for our employee by 1 M				me Tax Return)
ill Name of Employee as per NRIC / FIN / Passport	Penny Avery		Ta	x Reference No: \$45	63445J \$
Place of Residence provided by Employer - (See Ex	xplanatory Note 12)				1
Address: opooooo			Decupation from : 4 to 07-10-2025	No. of days: 282	
Number of employee(s) sharing the premises (exclude fa	mily members who are	not emplo	yees): 1		
Accommodation and related benefits provided by	Employer (See Expla	natory No	te 12):		
a. Annual Value (AV) of Premises for the period provid	ed (state apportioned of	amount, if	applicable)	5000.00	
 Value of Furniture & Fitting (Mandatory if 2a is come) (i) 40% of AV if premises is partially furnished or (ii) 50% of AV if premises is fully furnished 	Fitting (Mandatory if 2a is completed): emises is partially furnished or			2000.00 Partially Furnished	
 Rent paid by employer including rental of Furniture & (Mandatory if the rent is paid by the employer) 	& Fitting(state apportion	ned amou	nt, if applicable)	NA	
d. Taxable Value of Place of Residence : (2a + 2b)	or 2c			7000.00	
e. Total Rent paid by employee for Place of Residence				NA	
f. Total Taxable Value of Place of Residence (2d -	2e)				7000.00
g. Utilities / Telephone / Suitcase / Golf Bag & Accessor Laptop) [Actual Amount]	ries / Camera / Electron	ic Gadgets	(e.g., Tablet,	NA	
h. Driver [Annual Wages X (Private / Total Mileage)]				NA	
i. Servant / Gardener / Upkeep of Compound [Annual wages or actual amount paid by employer to	a company to perform	these serv	rices]	NA	
j. Taxable value of utilities and housekeeping co	sts (2g +2h + 2i)			•	NA
Hotel Accommodation Provided - (See Explanator	y Note 12)				
a. Actual cost of hotel accommodation/Serviced Aparts	nent within hotel buildi	ng		NA	
b. Amount paid by the employee				NA	
c. Taxable Value of Hotel Accommodation (3a - 3b	o)				NA
Others					
Cost of home leave passages and incidental benefits pro (See Explanatory Note 12)	vided to employee and	his family:			0.00
. Interest payment made by the employer to a third party provided by employer interest free or at a rate below m	y on behalf of an emplo	yee and/or yee who h	interest benefits arisi as substantial sharehol	ng from loans ding or control or	0.00
b. Interest payment made by the employer to a third party provided by employer interest free or at a rate below ma influence over the company (See Explanatory Note 1	rket rate to the employ				0.00
c. Insurance premiums paid by the employer (See Explan	atory Note 12):				0.00
d. Free or subsidised holidays including air passage, etc:					0.00
e. Educational expenses including tutor provided (See Exp	lanatory Note 12):				0.00
f. Entrance/transfer fees and annual subscription to social of					0.00
g. Gains from assets, e.g., vehicles, property sold to employ	yees at a price lower tha	n open ma	rket value:		0.00
h. Full cost of motor vehicles given to employee:					0.00
i. Car benefits (See Explanatory Note 12):	ishin shorter is a second	. F1-	stom Nata 12)		0.00
j. Other non-monetary awards/benefits which do not fall w					0.00
TOTAL VALUE OF BENEFITS-IN-KIND (ITEMS 2 TO Name of Employer : Access EasyPay PE (Demo)	4) TO BE REFLECTED	IN ITEM	d8 OF FORM IR8A		7000.00
Address of Employer: 8 Commonwealth Lane #04-01 \$(149555)					
Eddy Low	Director		+65-6278-0097		05-06-2025
Name of authorised person making the declaration	Designation		Tel. No./Email	Signature	Date
There are penalties for failing IR8A(A/1/2026) This is a computer g	to give a return or fu enerated document, n			eturn	

Appendix 8B form changes





Validate button on the direct submission is not required to perform API call which would require users to sign in as this may confuse to users between Validation and actual Direct Submission. It is now enhanced to only validate the JSON files for Original & Revision submission type only, amendment will show skip validation in the log file.

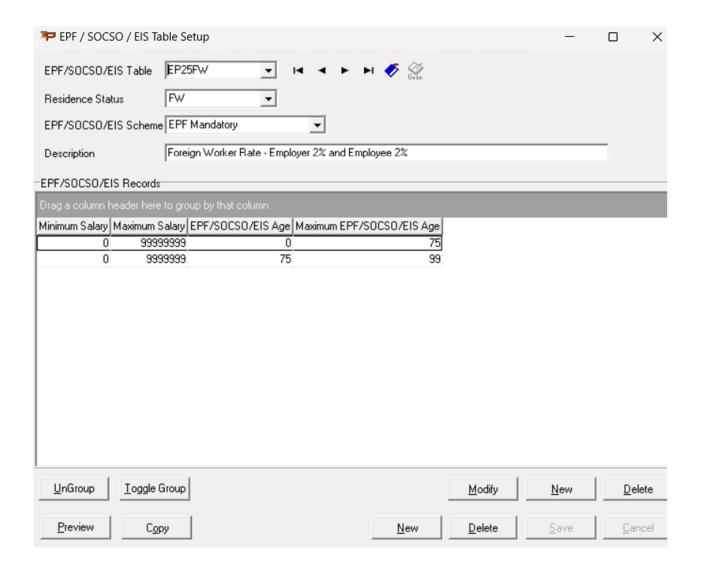


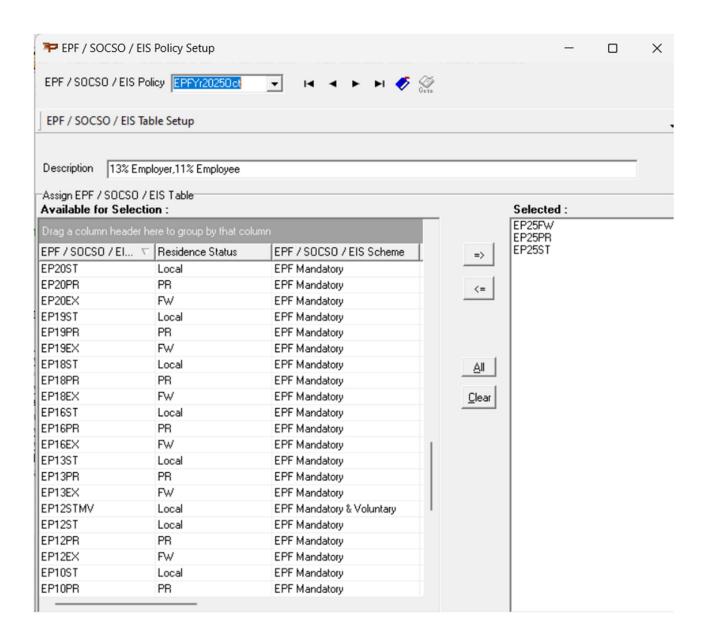


Malaysia

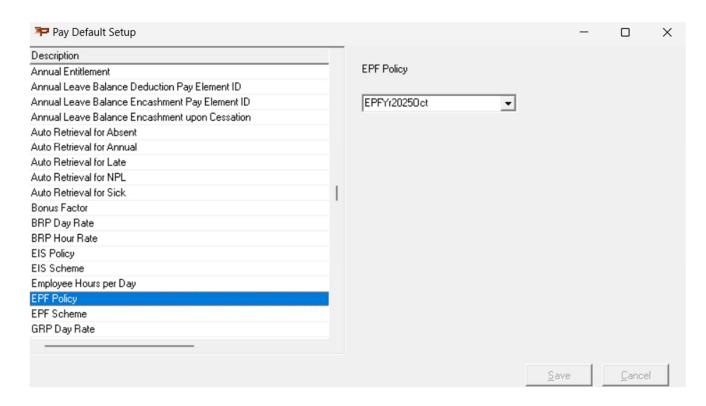
EPF is now extended to include foreign workers, employers and employees are required to contribute 2% of their salary. EasyPay is updated to comply with the changes, the screens are as follows:

Foreign Worker EPF Update - EPF Tables wef October 2025

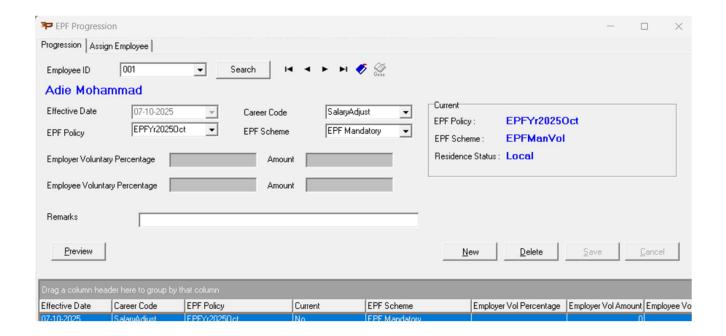








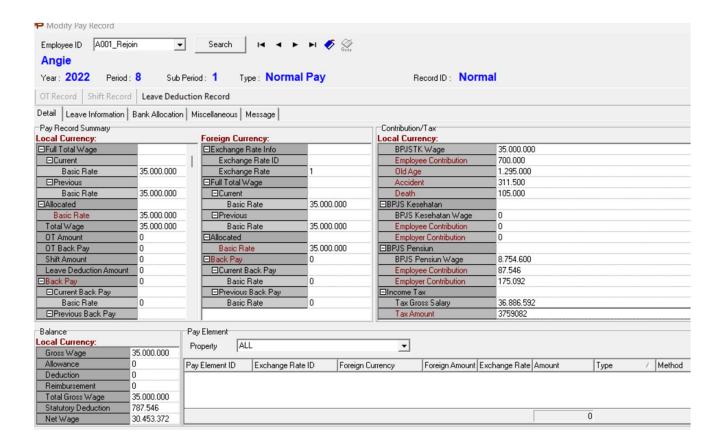
Foreign Worker EPF Update - EPF Progression wef October 2025





Indonesia

Fix tax rounding mechanism, the final tax amount is now rounded to nearest whole number and consistent with CoreTax portal.





How to Contact Us

For information related to this release or how to upgrade please use the following contacts:

Your Account Manager or Customer Success Manager

Support department

• Case Portal

The Access Customer Success Portal | Knowledge (site.com)

- Telephone
- +65 6018 6046 (Singapore, Premium Plan)
- o +603 9212 1393 (Malaysia)

General Website:

https://www.theaccessgroup.com/



Technical Information

The remaining sections in the document outline information on system requirements.

System Requirement

Туре	Database Se	(Client			
	Minimum	Recommended	Minimum	Recommended		
Operating System	 Windows Server 2016 Windows Server 2019 Windows Server 2022 		Windows 10 Windows 11			
Pre-requisite Software			Microsoft .NET Framework 4.8 Microsoft .NET 8 Desktop Runtime			
Processor	Intel Core i5 or above Xeon processor, 3.0 GHz		Intel Core i5 or above			
RAM	• 4 GB	• 16 GB	• 4 GB	• 8 GB		
Hard Disk	900 MB for SQL Anywhere 17 installations 150 MB + 150 MB for transaction data/year (based on 100 staff x 12 pay records x 12 leave records/staff/year without attachment)		2 GB for EasyPay installation & required software			
Network ports	SQL Anywhere: 2638 (Default)					
Screen Display	 Resolution: 1024 x 768 16/24/32-bit High Color 					
64-bit Windows Support	 Access EasyPay is a 32-bit application that has been tested to work under 32-bit emulation transparently on 64-bit windows. To work correctly with third-party software such as Microsoft Excel, 32-bit version must be installed. 					
Operating System: Wit	h latest windows updates & supported wi		,			

