



# **INLAND REVENUE BOARD OF MALAYSIA**

## **BENEFITS IN KIND**

**PUBLIC RULING NO. 3/2013**

Translation from the original Bahasa Malaysia text

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**DIRECTOR GENERAL'S PUBLIC RULING**

A Public Ruling as provided for under section 138A of the Income Tax Act 1967 is issued for the purpose of providing guidance for the public and officers of the Inland Revenue Board Of Malaysia. It sets out the interpretation of the Director General of Inland Revenue in respect of the particular tax law, and the policy and procedure that are to be applied.

A Public Ruling may be withdrawn, either wholly or in part, by notice of withdrawal or by publication of a new ruling.

**Director General Of Inland Revenue,  
Inland Revenue Board Of Malaysia.**

**1. Objective**

The objective of this Ruling is to explain -

- (a) The tax treatment in relation to benefit in kind (BIK) received by an employee from his employer for exercising an employment, and
- (b) The method of ascertaining the value of BIK in order to determine the amount to be taken as gross income from employment of an employee.

**2. Summary Of Changes**

This Ruling is published to merge Public Ruling No.2/2004 issued on 8 November 2004 with –

- (a) Addendum to Public Ruling No.1/2004 dated 0 May 2005
- (b) Second Addendum to Public Ruling No. 2/2004 dated 17 January 2006
- (c) Third Addendum to Public Ruling No.1/2004 dated 17 April 2009, and
- (d) Fourth Addendum to Public Ruling No.2/2004 dated 19 April 2010

**3. Related Provisions**

The related provisions in the Income Tax Act 1967 (ITA 1967) pertaining to BIK are-

- a) Paragraph 13(1)(b) - which provides that BIK is part of gross income from employment of an employee
- b) Subsection 32(1) - which determines the amount of BIK to be taken as gross income from employment of an employee, and
- c) Income Tax (Exemption) Order 2009 [P.U. (A) 152/2009].

**4. Interpretation**

The words used in this Ruling have the following meaning :

- 
- 4.1. "Members of his/her immediate family" means his wife or wives and his children, or her husband and her children.
- 4.2. "Child" means a legitimate child or step-child of an individual or his wife, or a child proved to the satisfaction of the Director General to have been adopted by the individual or his wife in accordance with any law.
- 4.3. "New" in relation to a motorcar means a motorcar including a reconditioned motorcar at the time when it was first registered in Malaysia.
- 4.4. "Motorcar" means a motor vehicle other than a motor vehicle licensed by the appropriate authority for commercial transportation of goods or passengers.
- 4.5. "Cost of motorcar" means actual cost of the motorcar inclusive of accessories but excluding bank charges, insurance premium and road tax at the time when it was new.
- 4.6. "Cost of leave passage" means cost of fares.
- 4.7. "Employer" in relation to an employment means –
- a) The master, where the relationship of master and servant subsists,
  - b) Where the relationship does not subsist, the person who pays or is responsible for paying any remuneration to the employee who has the employment, notwithstanding that the person and the employee may be the same person acting in different capacities.
- 4.8. "Employee" in relation to an employment means-
- a) The servant, where the relationship of servant and master subsists,
  - b) Where the relationship of servant and master does not subsist, the holder of the appointment or office which constitutes the employment.
- 4.9. "Employment" means –
- a) Employment in which the relationship of master and servant subsists,

- b) Any appointment or office, whether public or not and whether or not that relationship subsists, for which the remuneration is payable.

4.10. "Perquisites" means benefits that are convertible into money received by an employee from the employer or third parties in respect of having or exercising the employment.

## **5. What Is BIK**

5.1. Paragraph 13(1)(b) of the ITA 1967 provides that the gross income of an employee from an employment also includes any amount equivalent to the BIK provided to the employee by/on behalf of his employer to be personally enjoyed by that employee.

5.2. BIKs are benefits not convertible into money, even though they have monetary value. The phrase **not convertible into money** means that when the benefit is provided to the employee, that benefit cannot be sold, assigned or exchanged for cash either because of the employment contract or due to the nature of the benefit itself.

5.3. All BIKs received by an employee are taxable. However benefits described in paragraph 9 of this Ruling are exempt from tax.

5.4. In the case of accommodation provided by/on behalf of the employer to his employee, this benefit is not covered under paragraph 13(1)(b) of the ITA 1967. Instead, it is specifically dealt with under paragraph 13(1)(c) of the ITA 1967 and will be explained in detail in a separate ruling. These benefits are described in detail in the Public Ruling No. 3/2005: Living Accommodation Benefit Provided for the Employee By the Employer.

5.5. The same applies to benefits that are convertible into money. They represent perquisites from the employment of an employee and are taxable under paragraph 13(1)(a) of the ITA 1967. These benefits are explained in detail in Public Ruling No 2/2013: Perquisite From Employment dated 28 February 2013.

## **6. Ascertainment Of The Value Of BIK**

6.1. Subsection 32(1) of the ITA 1967 provides that the value of BIK to be taken as gross income from an employment of an employee is an amount which is just and reasonable in the circumstances. Two methods may be used to determine the value of BIK provided to the employee by the employer. The methods are:

- 
- (a) The formula method, and
  - (b) The prescribed value method.

## 6.2. The Formula Method

- 6.2.1. Under this method, each benefit provided to the employee is ascertained by using the formula below :

$$\frac{\text{Cost of the asset that is provided as benefit/amenity}}{\text{Prescribed average life span of the asset}} = \text{Annual value of the benefit}$$

Here, cost means the actual cost incurred by the employer.

- 6.2.2. For the purposes of applying the formula method, the prescribed average life span of the various assets are as in Appendix 1.

### Example 1

Employee A is provided with a refrigerator. The cost of the refrigerator is RM2,000 and the prescribed average life span of the asset is 10 years.

Based on the above formula, the annual value of the BIK for refrigerator is:

$$\frac{\text{RM2,000}}{10} = \text{RM200}$$

The amount of RM200 must be taken into account as part of Employee A's gross income from employment and this amount should be reported by the employer in the employee's CP8A (EA) / CP8C (EC).

- 6.2.3. The prescribed average life span of the assets as tabulated in Appendix 1 must be applied for any benefit/amenity provided regardless whether the asset is old or new.
- 6.2.4. The value of BIK based on the formula method provided to the employee by the employer can be abated if the BIK is –
- (a) Provided for less than a year, or/and
  - (b) Shared with another employee, or/and
  - (c) Used for purpose of the business of the employer.

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**6.3. The prescribed value method**

- 6.3.1. As a concession, the prescribed value method can be used as an alternative to determine the value of the BIK provided by the employer to his employee.
- 6.3.2. The schedules for the prescribed values of the benefits commonly provided to the employee are as in Appendix 2.
- 6.3.3. The value of BIK based on the prescribed value method provided to the employee by the employer can be abated if the BIK is –
- (a) Provided for less than a year, or/and
  - (b) Shared with another employee

Under the prescribed value method, there is no abatement for business usage on the BIK provided to the employee.

**6.4. Consistency**

Whichever method is used in determining the value of the benefit provided, the basis of computing the benefit (whether the formula method or the prescribed value method) must be consistently applied throughout the period of the provision of the benefit.

**7. Particular Benefit In Kind**

**7.1. Motorcar and other related benefits**

- 7.1.1. Where a motorcar is provided, the benefit to be assessed is the private usage of that motorcar and the petrol provided. A motorcar which is provided to the employee is regarded to be used privately if–
- a) It is used for travelling between the office and the employee's home, and
  - b) It is kept at the employee's home where the motorcar can be used by the employee or his family at any time.

However, toll fees which are paid by the employer is regarded as inclusive in the value of the BIK on the motorcar. Maintenance costs such as servicing, repairs, annual road tax and annual insurance premium are not regarded as part of the benefit of the employee.



- 7.1.2. The computation of BIK in respect of a motorcar should be based on the formula method. Under this method an abatement of 20% is given, which is deemed to be the value of the motorcar at the time when it is returned to the employer by the employee. Hence, the formula to be applied in respect of BIK on a motorcar is as follows:

$$\frac{\text{Cost of the motorcar}}{8 \text{ (Prescribed Average Life Span)}} \times 80\% = \text{Annual value of benefit of the motorcar}$$

### **Example 2**

Employee A is provided with a new Honda City. The benefit is provided to him throughout the year 2004. The cost of the motorcar is RM81,000.

The annual value of BIK in respect of the motorcar which is taxable as part of Employee A's gross income from employment for the year of assessment 2004 is as follows :

$$\frac{81,000}{8} \times 80\% = \text{RM8,100}$$

- 7.1.3. However, as a concession, the prescribed value method can be used. The prescribed value for a motorcar is given as in Appendix 2. Under the prescribed value method, the valuation of the benefit will be based on the cost of the motorcar at the time when it was new. This treatment is also applicable to :
- (a) A secondhand motorcar, and
  - (b) A leased / rented motorcar

### **Example 3**

The facts are the same as in Example 2.

Using the prescribed value method, the annual value of BIK in respect of the motorcar which is taxable as part of Employee A's gross income from employment for the year of assessment 2004 is RM3,600.

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**Example 4**

Employee B is provided with a used car which was purchased by his employer for RM120,000. The cost of the motorcar when new was RM205,000.

Using the prescribed value method, the annual value of BIK in respect of the motorcar which is taxable as part of Employee B's gross income from employment for the year of assessment 2004 is RM9,000 instead of RM5,000.

**Example 5**

Employee C is provided by his employer with a new car which is leased from a leasing company. The cost of the motorcar when new is RM90,000. The employer paid a monthly lease rental of RM3,000 for 48 months.

Using the prescribed value method, the annual value of BIK which is taxable as part of Employee C's gross income from employment for the year of assessment 2004 is RM3,600. Payment for the lease rental is ignored.

7.1.4. Where an employee enjoys the benefit of a motorcar with free petrol, the value of BIK in respect of petrol to be included as part of the employee's gross income from employment will depend on the method used to value the BIK of the motorcar. The benefit on free petrol to be declared is:

- (a) The actual amount of petrol expenditure incurred by the employer, or
- (b) The prescribed value as provided in Appendix 2 of this ruling - The prescribed value of motorcar and its related benefits.

**Example 6**

Throughout the year 2004, Employee D is provided with a 3 year-old used car which was purchased by his employer for RM180,000 together with the amenity of free petrol. The cost of the motorcar when new was RM206,000. The petrol bill incurred by the employer in respect of this motorcar in the year 2004 was RM6,000.

The annual value of BIK in respect of the motorcar and petrol which are taxable as part of Employee D's gross income from employment for the year of assessment 2004 are as follows:

Type Of BIK	Based On The Formula Method (RM)	Based On The Prescribed Value Method (RM)
Motorcar	$\frac{\text{Cost of motorcar}}{\text{Average life span of the motorcar}} \times 80\%$ $= \frac{180,000}{8} \times 80\% = 18,000$	9,000
Petrol	6,000 (actual value of petrol)	2,100

- 7.1.5. Where the motorcar is not provided throughout the calendar year, the value should be adjusted appropriately in accordance to the period provided.

**Example 7**

Employee E is provided with a new motorcar costing RM120,000 for the period of January to September 2004. He is also provided with the amenity of free petrol. The cost of petrol incurred by his employer for this period on the motorcar is RM2,700.

The annual value of BIK in respect of the motorcar and petrol which are taxable as part of Employee E's gross income from employment for the Year of Assessment 2004 are as follows:

Type Of BIK	Based On The Formula Method (RM)	Based On The Prescribed Value Method (RM)
<b>Motorcar</b>	$\frac{120,000}{8} \times 80\% \times \frac{9}{12} = 9,000$	$5,000 \times \frac{9}{12} = 3,750$
<b>Petrol</b>	2,700 (actual value of petrol)	$1,500 \times \frac{9}{12} = 1,125$

- 7.1.6. Where the motorcar is shared with another employee, the value of the BIK in respect of the motorcar and petrol will be reduced proportionately.

**Example 8**

Using the example 7, the motorcar is shared with another employee.

The annual value of BIK in respect of the motorcar and petrol which are taxable as part of Employee E's gross income from employment for the year of assessment 2004 will be as follows:

Type Of BIK	Based On The Formula Method (RM)	Based On The Prescribed Value Method (RM)
<b>Motorcar</b>	$9,000 \times \frac{1}{2} = 4,500$	$3,750 \times \frac{1}{2} = 1,875$
<b>Petrol</b>	$2,700 \times \frac{1}{2} = 1,350$	$1,125 \times \frac{1}{2} = 562.50$

- 7.1.7. In case where different cars are provided during a calendar year, the appropriate values for the respective periods should be ascertained in arriving at the annual value of the benefit.

**Example 9**

Employee F is provided with a new motorcar costing RM120,000 for the period from January to September 2004. For the period from October to December 2004, he is given the benefit of a new and bigger motorcar. The cost of this new motorcar is RM180,000. Employee F enjoys the benefit of free petrol throughout the year. The cost incurred by the employer in respect of petrol are as follows:

- Old car - RM2,700
- New car - RM1,200

The annual value of BIK which are taxable as part of Employee F's gross income from employment for the Year of Assessment 2004 are as follows:

Type Of BIK	Based On The Formula Method (RM)	Based On The Prescribed Value Method (RM)
<b>Motorcar</b>		
Jan-Sept 2004	$120,000/8 \times 80\% \times 9/12 = 9,000$	$5,000 \times 9/12 = 3,750$
Oct-Dec 2004	$180,000/8 \times 80\% \times 3/12 = 4,500$	$7,000 \times 3/12 = 1,750$
<b>Petrol</b>		
Jan-Sept 2004	$2,700 \times 9/12 = 2,025$	$1,500 \times 9/12 = 1,125$
Oct-Dec 2004	$1,200 \times 3/12 = 300$	$1,800 \times 3/12 = 450$

- 7.1.8. Where the prescribed value method is applied to value the BIK in respect of the motorcar provided and where the motorcar provided is more than 5 years old, the annual value of the BIK in respect of that motorcar can be reduced to half (1/2) of the prescribed value. However, the value of the BIK in respect of petrol remains unchanged.

(Note: This abatement is not applicable if the value the BIK in respect of the motorcar is determined under the formula method.)

#### Example 10

Employee G is provided with a 7-year old Volvo with free petrol throughout the year 2004. The cost of the Volvo when new was RM285,000. His employer has incurred RM6,000 on petrol in respect of this Volvo.

The annual value of BIK in respect of the Volvo and petrol which are taxable as part of Employee G's gross income from employment for the year of assessment 2004 are as follows:

Type Of BIK	Based On The Formula Method (RM)	Based On The Prescribed Value Method (RM)
<b>Motorcar</b>	$\frac{285,000}{8} \times 80\% = 28,500$  (there is no entitlement to reduce the BIK in respect of the motorcar to 1/2 if the motorcar provided is more than 5 years old)	$15,000 \times \frac{1}{2} = 7,500$  (value of BIK in respect of motorcar can be reduced to 1/2 if the motorcar provided is more than 5 years old)
<b>Petrol</b>	6,000	2,400

7.1.9. However, where the BIK in respect of the motorcar and its related benefit are valued under the formula method, a reduction in the value of the benefits can made if the -

- (a) Motorcar is used partly for business purposes, or/and
- (b) Employee is required to pay a sum of money to his employer for the benefit provided.

7.1.10. In order to substantiate claims made for business purposes, sufficient records must be kept by the employee as evidence for purpose of verification in the case of an audit.

**Example 11**

Employee J is provided with a 6-year old motorcar with free petrol throughout the year 2004. The motorcar was purchased by the employer at a cost of RM200,000. The total mileage of the motorcar in the year 2004 is 36,000 km out of which 12,000 km is in respect of J's private use. His employer has expended RM8,400 on petrol in respect of this motorcar. J is required to pay his employer RM1,200 to subsidize the cost of petrol that is incurred by his employer. The cost of the motorcar when new was RM280,000.

The annual value of BIK which are taxable as part of Employee J's gross income from employment for the Year of Assessment 2004 are as follows:

<b>Type Of BIK</b>	<b>Based On The Formula Method (RM)</b>	<b>Based On The Prescribed Value Method (RM)</b>
<b>Motorcar</b>	Steps –  (i) $200,000/8 \times 80\% = 20,000$  (ii) $20,000 \times 12,000/36,000 = 6,667$ The value to be included as gross income from employment = RM6,667.  (There is no abatement to reduce the value to ½ of the prescribed	$15,000 \times \frac{1}{2} = 7,500$  The value is to be included in as gross income from employment is RM7,500.  (The value in respect of the motorcar is reduced to ½ of the

	value although the motorcar is > 5 years old. However, a reduction is given for business use.)	prescribed value since the motorcar is > 5 years old.)
<b>Petrol</b>	<p>Steps –</p> <p>(i) <math>8,400 \times 12,000/36,000 = 2,800</math></p> <p>(ii) <math>2,800 - 1,200 = 1,600</math></p> <p>The value to be included as gross income from employment is RM1,600.</p> <p>(Abatement/deduction can be given in respect of:</p> <p>(i) the business use of the benefit, and</p> <p>(ii) expenses paid by the employee.)</p>	<p>2,400</p> <p>The value is to be included in as gross income from employment is RM2,400.</p> <p>(There is no abatement for business use or payment made by the employee.)</p>

7.1.11. In all cases where motorcar and/or petrol is provided to an employee, the employer should report in each of the employee's statement of remuneration the type, year of manufacture and the model of the motorcar provided.

7.1.12. Further explanation on the benefits of tax exemption on free petrol is described in paragraph 9.2.12.

## 7.2. **Petrol provided without car**

The benefit that is taxable is the total value of petrol provided to the employee.

## 7.3. **Driver provided**

Where a driver is provided, the value of this benefit to be included as gross income from employment is fixed at RM600 per month. In the case where a driver is not specifically provided to any employee but he comes from a pool of drivers provided by the employer solely for business purposes, no benefit will be taxable on the employee.

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**7.4. Household furnishings, apparatus and appliances**

- 7.4.1. The formula method as given in paragraph 6.2 is to be used to determine the value of any BIK related to household furnishings, apparatus and appliances provided to the employee by his employer. As a concession, the prescribed value method may be used. However, if this method of valuation is chosen, there will be no further deduction for any expense incurred by the employee in acquiring the benefit. The prescribed value in respect of these benefits is given in Appendix 2 under the heading of Prescribed value of household furnishings, apparatus and appliances.
- 7.4.2. The value may be adjusted by reference to whether any or all of the above categories of furnishings are provided.

**Example 12**

Employee K is being provided with all the benefits related to household furnishings, apparatus and appliances as stated in Appendix 2 except for those in Category 1.

He will be assessed on the value of these BIKs amounting to RM2,520 (RM3,360 - RM840).

- 7.4.3. The values may also be adjusted suitably by reference to the period provided.

**Example 13**

Employee Z is provided with all the benefits under Category 1 with effect from 1.4.2004.

The value of the BIK in respect household furnishings, apparatus and appliances of for the year of assessment 2004 is RM630 (RM840 x 9/12).

- 7.4.4. An adjustment on the value of the BIK may also be made if the furnishing / apparatus / appliances are shared with other employees.

**Example 14**

The facts are the same as in Example 13 and Employee Z is required to share the benefits provided to him with another employee.



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The value of these BIK for the year of assessment 2004 will be RM315 (RM630 X ½).

7.4.5. Fans and water heaters are disregarded as they are treated as forming part of the residential premises.

**7.5. Other assets**

Other assets provided to the employees for entertainment, recreation or other purposes such as piano, organ, television, stereo set, swimming pool and others will constitute as additional benefits and should be separately assessed based on the formula.

**8. Other Benefits**

8.1. The prescribed value for other benefits are listed in Appendix 2 under the heading of : Prescribed values of other benefits.

8.2. Other benefits not listed should be valued based on the formula:

$$\frac{\text{Cost of asset provided as benefit}}{\text{Prescribed average life span of the asset}} = \text{Annual value of the benefit}$$

**9. Tax Exemption On BIKs Received By An Employee**

9.1. BIK received by an employee pursuant to his employment are chargeable to tax as part of gross income from employment under paragraph 13(1)(b) of the ITA 1967.

9.2. However, there are certain benefits-in-kind which are either exempted from tax or are regarded as not taxable.

9.2.1. Dental benefit

9.2.2. Child-care benefit

Child care centres provided by employers to their employees children.

9.2.3. Food and drink provided free of charge

9.2.4. Free transportation between pick-up points or home and the place of work (to and from)

- 
- 9.2.5. Insurance premiums which are obligatory for foreign workers as a replacement to SOCSO contributions
- 9.2.6. Group insurance premium to cover workers in the event of an accident.
- 9.2.7. Benefit consisting of –
- (a) Leave passage in Malaysia of not more than 3 times in one calendar year, or
  - (b) Overseas leave passage of not more than once in any calendar year limited to a maximum amount of RM3,000.

The exemption of this benefit is only applicable if it is provided to the employee and members of his immediate family.

- 9.2.8. Benefits used by the employee solely for purposes of performing his employment duty.
- 9.2.9. Discounted price for consumable business products of the employer and discounted price for services provided by the employer.
- 9.2.9.1. Goods and services offered at discounted prices are not taxable if It is pointed out that -
- (a) Are not convertible into money by the employee even though they have money's worth. The meaning of **not convertible into money** is that when the benefit is provided to the employee, it cannot be sold, assigned or transferred either due to the contract of employment or the type of benefit which is provided
  - (b) Must be for the benefit of the employee and is used by the employee personally, and
  - (c) Are provided to employees as a whole and not provided specifically to a certain group of employees only.

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9.2.9.2. Tax treatment

- (a) Discounted price for consumable business products of the employer

**Before Year Of Assessment 2008**

Consumables products, products of the employer, the value of the goods is RM200 or less are exempted from tax. If the value exceeds RM200, then the full amount will be taxable.

**From Year Of Assessment 2008**

- (i) The value of the discount on goods will be exempted up to a maximum of RM1,000. If the value of the discount exceeds RM1,000, only the amount exceeding RM1,000 will be taxable. The goods can be provided to the employee either free of charge (fully discounted) or at a partly discounted price. The value of the goods is based on the sales price.
- (ii) Goods which are consumable business products of the employer include either goods manufactured by the employer or goods which are trading stocks of the employer.

**Example 15**

Pro Mesra Sdn Bhd which sells toiletries gives each of their employees free toiletries items which are valued at RM1,200 in the year 2008. In year 2009 the employees are given toiletries items at a discounted price. The value of the discount given to each employee is RM700.

The employees are exempted from tax on the discounted value of goods received up to an amount of RM1,000 whereas the excess of RM200 will be charged to tax in the year of assessment 2008.

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In the year of assessment 2009 the employees are exempted from tax on the amount of discount received which is RM700.

- (b) Discounted price for services provided by the employer

**Before Year Of Assessment 2008**

The value of the services is RM200 or less are exempted from tax. If the value exceeds RM200, then the full amount will be taxable.

**From Year Of Assessment 2008**

Discounted price for services provided by the employer for the employee's benefit is fully exempted from tax.

**Example 16**

A dentist who operates a private dental clinic provided free dental treatment to his dental assistant in the year 2008. The dentist's normal charge for dental treatment is RM100.

His assistant is exempted from tax on the discounted value of services received i.e. RM100 from the employer in the year of assessment 2008.

**Example 17**

A bank provides free investment consultation services to its employees in the year 2008. The bank also provides its employees with a discounted amount for purchase of its newly launched investment product.

The employees qualify for exemption from tax on the discounted value of investment consultation services received from the employer. However the employees will be taxed on the value of discounted investment product received from the employer since the product does not fall under the meaning of services provided by the employer.

- 
- (c) Only benefits received by an employee from his employer, either in the form of consumable business products or services, is exempted from tax.

Benefits received by an employee from a company within the same group of companies as its employer are not exempted from tax. For this purpose, a holding company and all its subsidiaries are regarded as companies within the same group regardless of whether the companies are in Malaysia or outside Malaysia.

**Example 18**

Michael and Wong are both employees of Food Manufacturing Sdn Bhd which manufactures biscuits. Michael received free biscuits manufactured by his employer, valued at RM500, in the year 2008. Whereas, Wong received cakes manufactured by Confectionery Sdn Bhd, worth RM500, in the year 2008. Confectionery Sdn Bhd is a related company of Food Manufacturing Sdn Bhd.

Michael is fully exempted from tax on the discounted value of goods received in the year of assessment 2008 but Wong does not qualify for exemption in the year of assessment 2008 because the goods are not products of his employer.

- (d) Benefits provided to a spouse or unmarried children of the employee (children in respect of whom an employee is eligible to claim for a deduction under section 48 of the ITA 1967) is considered to be benefits received by the employee.

9.2.10. Benefits and monthly bills for fixed line telephone, mobile phone, pager, personal digital assistant (PDA) and subscription of broadband

9.2.10.1. Tax treatment

**Before Year Of Assessment 2008**

(a) Telephone (including mobile telephone) is provided to the employee by the employer, the benefits can be categorized as follows:

- (i) The private usage of the hardware, and
- (ii) The private bills of the employee that is being paid by the employer.

(b) The BIK in respect of private usage of telephone can be calculated either by using the formula method or the prescribed value method. However, the principle of consistency must be applied throughout the period the benefit is provided.

(c) Where the prescribed value method is used, the value of the BIK in respect of this benefit is as stated in Appendix 2 under the heading of : Prescribed value of other benefits.

(d) Where the formula method is used to value the BIK in respect of the private usage of telephone, the calculation of the benefit is as follows:

- In respect of the benefit on the hardware :

$$\frac{\text{Cost of the asset (telephone)}}{\text{Prescribed average life span of the asset}} = \text{Annual value of the benefit}$$

- In respect of the private usage of the telephone bills :

Actual cost of the employee's private bills paid by the employer.

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**From Year Of Assessment 2008**

- a) Benefits received by an employee in the form of fixed line telephone, mobile phone, pager or PDA registered under the employer's name is fully exempted from tax. The amount to be exempted includes registration cost and installation cost. The exemption given is limited to one unit for each asset.
- b) Monthly bills paid by the employer for fixed line telephone, mobile phone, pager, PDA or subscription of broadband is fully exempted from tax. The amount to be exempted includes registration cost and installation cost.

9.2.11. Modern medicine, traditional medicine and maternity

**Before Year Of Assessment 2008**

Benefits received for medical treatment is exempted from tax. However, medical treatment is confined to treatment of illnesses by certified medical doctors who practice modern medicine.

**From Year Of Assessment 2008**

- a) The medical treatment benefit exempted from tax is extended to traditional medicine and maternity. Traditional medicine means Malay Traditional Medicine, Chinese Traditional Medicine and Indian Traditional Medicine. Examples of the treatment are malay traditional massage, ayurvedic or acupuncture.
- b) Traditional medicine can be defined as adverse health practices, approaches, knowledge and belief incorporating plant, animal and/or mineral based medicines, spiritual therapies, manual techniques and exercises applied singularly or in combination to maintain well-being, as well as to treat, diagnose or prevent illness.

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- c) Traditional medicine which qualifies for the exemption is treatment given by a medical practitioner registered with bodies which are certified or registered in accordance with the rules, governing traditional medicine as laid down by the Ministry of Health. Some of the qualifying bodies are as below:
- (i) Malay Traditional Treatment  
Persatuan Perubatan Tradisional Melayu Malaysia (PUTRAMAS)
  - (ii) Indian Traditional Treatment  
Pertubuhan Perubatan Tradisional India Malaysia (PEPTIM)
  - (iii) Chinese Traditional Treatment
    - Federation of Chinese Physicians and Chinese Dealers Associations of Malaysia (FCPMDM)
    - Federation of Chinese Physicians & Acupuncturists Associations of Malaysia (FCPAAM)
    - Chinese Physician's Associations of Malaysia (MCPA)
- d) Complimentary medicine and homeopathy are not included in this exemption. Some examples of complimentary medicine are aromatherapy, reflexology, spa and Thai traditional massage.
- e) Maternity expense which qualifies for the exemption is for treatment in respect of pregnancy or child birth. The treatment has to be given by:
- Certified medical doctors who practice modern medicine, or
  - Medical practitioners registered with bodies which are certified or registered in accordance with the rules, governing traditional medicine as laid down by the Ministry of Health.



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9.2.12. Benefit on free petrol

- a) Benefit on free petrol, whether in the form of petrol card provided by the employer or petrol bill paid by the employer, is BIK received by an employee pursuant to his employment. The benefit that is taxable is the total value of petrol provided to the employee and is chargeable to tax as part of gross income from employment under paragraph 13(1)(b) of the ITA 1967.
- b) Paragraph 7.1.4 of this Ruling states that if an employee enjoys the benefit of a motorcar with free petrol, the value of benefit on petrol to be included as part of gross income from employment will depend on the method used to value the benefit on motorcar. The benefit on free petrol to be declared is:
  - (i) The actual amount of petrol expenditure incurred by the employer, or
  - (ii) The prescribed value as provided in appendix 2 of this ruling.
- c) Tax exemption on petrol benefits

**Before Year Of Assessment 2008**

An employee who has declared the benefit on petrol based on the prescribed value for petrol as per Appendix 2 of this Ruling is only chargeable to tax on a lower amount compared to his actual private usage. Therefore the exemption on the private usage of petrol has already been enjoyed by the employee.

**Example 19**

Simon is provided with a 3 year-old used car which was purchased by his employer for RM180,000 together with the amenity of free petrol. The cost of the motorcar when new was RM206,000. The petrol bill incurred by the employer in respect of this motorcar in the year 2008 was RM8,900.

The annual value of BIK on car and petrol for the year of assessment 2008 is computed as follows:

<b>Types Of BIK</b>	<b>Based On The Formula Method (RM)</b>	<b>Based On The Prescribed Value Method (RM)</b>
<b>Motorcar</b>	$\frac{180,000}{8} \times 80\% = 18,000$	9,000
<b>Petrol</b>	8,900 (actual value of petrol)	2,100

If Simon chooses to declare the benefit on petrol based on the prescribed value, Simon is only charged to tax on RM2,100 compared to his actual usage of RM8,900.

**From Year Of Assessment 2008**

An employee is given an option to -

- (i) Determine the amount of free petrol to be taxed based on the annual prescribed value for petrol as per Appendix 2 of this Ruling without any exemption given, or
- (ii) Enjoy the exemption on the amount of petrol used as follows:

If the employer can identify the amount of value of petrol provided to the employee for travel between home and place of work and/or the amount of value of petrol provided to the employee for travel in exercising an employment, the amount of benefit on free petrol exempted is limited to :

- RM2,400 per year for travelling from home to place of work and from place of work to home with effect from the year of assessment 2008 to the year of assessment 2010, and
- RM6,000 per year for travelling in exercising an employment. However, if an employee receives free petrol exceeding RM6,000 in exercising his employment, a claim for deduction for official duties can be made by the employee in computing his employment income. Records pertaining to the

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exempted amount and the claim for official duties should be kept for a period of 7 years for audit purposes.

If the employer is unable to identify the amount of value of petrol provided to the employee for travel between home and place of work and/or the amount of value of petrol provided to the employee for travel in exercising an employment, the amount of benefit on free petrol exempted is limited to a maximum of RM6,000.

### **Example 20**

Based on Example 19, if the car and petrol are provided by the employer in the year 2008, Simon is given the option to declare the value of the benefit on petrol as follows :

- Chargeable to tax on RM2,100 i.e the prescribed value for petrol as per Appendix 2 of this Ruling, or
- If Simon's employer can establish the actual value of petrol used for travel between home and place of work and from place of work to home or for travel in exercising his employment, the amount of benefit on free petrol exempted is limited to :
  - RM2,400 for travelling from home to place of work and from place of work to home, and
  - RM6,000 for travelling in exercising his employment.

If Simon keeps proper records in relation to travelling in exercising his employment, then he is entitled to claim the actual amount expended as a deduction in computing his employment income. If Simon's employer is unable to identify the amount of actual value of petrol provided to him for travel between home and place of work and/or the amount of value of petrol provided for travel in exercising his employment, the amount of

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benefit on free petrol exempted is limited to RM6,000.

Therefore, the benefit on petrol chargeable to tax is RM2,900.

- (iii) The exemption is not applicable to the benefit on motorcar. Therefore, the value of benefit on motorcar chargeable to tax is determined based on the formula method or the prescribed value method on motorcar i.e. as per Appendix 2 of this Ruling.

#### **Example 21**

Based on Example 19, if the car and petrol are provided by the employer in the year 2008, the value of benefit on motorcar chargeable to tax is :

- RM18,000 based on the formula method.
- RM9,000 based on the prescribed value method.

### 9.3. Non-application

9.3.1. The above tax exemption does not apply if the employee who was given BIK by the employer who has control over his employer. Thus, the BIK received by that director or employee is taken to be part of his gross income from employment and taxable under paragraph 13(1)(b) of the ITA 1967.

9.3.2. For the purposes of this Ruling, control over his employer means:

9.3.2.1. For a company, the power of an employee to control is through the holding of shares or the possession of voting power in or in relation to that or any other company, or by virtue of powers conferred by the articles of association or other document regulating that or any other company, that the affairs of the first mentioned company are conducted in accordance with the wish of the employee

9.3.2.2. For a partnership, the employee is a partner of the employer, or

- 9.3.2.3. For a sole proprietor, the employee and the employer is the same person.

## **10. Employers Responsibilities**

- 10.1. In accordance with subsection 83(1) of the ITA 1967, the employer is required to report in the employee's statement of remuneration (Form EA and EC) and Form E for the employer, all payments in respect of services provided by the employee including all types of BIKs. This includes the benefits provided for the spouse, family, servants, dependent or guest of the employee. The failure by the employer to comply with this subsection will render the employer liable to prosecution under subsection 120(1) of the ITA 1967.
- 10.2. In accordance with section 82 of the ITA 1967, the employer is also required to keep records and receipts pertaining to all claims on expenses incurred on the employees. These records and receipts must be kept for a period of seven (7) years from the end of the year of assessment in which the Income Tax Return Form (ITRF) is furnished for the purposes of verification during a tax audit. The failure by the employer to comply with this section will render the employer liable to prosecution under section 119A of the ITA 1967.
- 10.3. An employer is responsible to prepare a detailed list of all BIKs received and tax exempted by each employee in the respective Employee's Salary Statement for each year of assessment.

## **11. Employee's Responsibilities**

- 11.1. In accordance with subsection 77(1) of the ITA 1967, the employee is required to report in the ITRF BE or B (whichever is applicable) all payments received in respect of having or exercising the employment including all types of BIKs received from the employer or third parties. This includes benefits received for the spouse, family, servants, dependent or guest of the employee. The failure by the employee to comply with this section will render the employee liable to prosecution or penalty under section 112 of the ITA 1967. Where the employee under declares his income, he is liable to prosecution or penalty under section 113 of the ITA 1967.

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11.2. In accordance with section 82A of the ITA 1967, the employee is required to keep records and documents pertaining to all receipts from the employer or third parties in respect of having or exercising an employment including the receipts of BIKs. Such records or documents must be kept for a period of seven (7) years from the end of the year of assessment in which the ITRF is furnished for purposes of verification during a tax audit.

**12. Deduction Claim**

12.1. Deduction claim by employers

Capital expenditure incurred by the employer to provide the BIK to employees are entitled to capital allowances and industry building allowances [paragraph 42A(2)] under Schedule 3 of the ITA 1967 other than the expenses specified under Income Tax (Deduction for Benefit and Gift From Employer to Employee) Rules 2009 [P.U.(A) 153/2009], where employers are entitled to special deductions in ascertaining the adjusted income from its business in the basis period for a year of assessment.

12.2. Deduction claim by employees

A claim for a deduction can only be made in respect the formula method. Any claim for deduction in respect of official use of any BIK must be made by the employee himself in his ITRF. Records pertaining to the claims must be kept for a period of seven years for purpose of audit.

**Director General Of Inland Revenue,  
Inland Revenue Board Of Malaysia**

**PRESCRIBED AVERAGE LIFE SPAN OF VARIOUS ASSETS PROVIDED BY EMPLOYERS TO EMPLOYEES**

<b>ASSETS</b>	<b>PRESCRIBED AVERAGE LIFE SPAN (YEARS)</b>
1. Motorcar	8
2. Furniture and fittings: (i) Curtains and carpets (ii) Furniture, sewing machine (iii) Air conditioner (iv) Refrigerator	5 15 8 10
3. Kitchen equipment (i.e. crockery, rice cooker, electric kettle, toaster, coffee maker, gas cooker, cooker hood, oven, dish washer, washing machine, dryer, food processor etc.)	6
4. Entertainment and recreation: (i) Piano (ii) Organ (iii) TV, video recorder, CD/ DVD player, stereo set (iv) Swimming pool (detachable), sauna	20 10 7 15
5. Miscellaneous	5

**APPENDIX 2**
**PRESCRIBED VALUE OF BENEFITS IN KIND COMMONLY PROVIDED BY  
EMPLOYERS TO EMPLOYEES**
**1. THE PRESCRIBED VALUE OF MOTORCAR AND ITS RELATED BENEFITS**

<b>Cost Of Motorcar (New) RM</b>	<b>Annual Prescribed Benefit Of Motorcar RM</b>	<b>Annual Prescribed Benefit Of Petrol RM</b>
Up to 50,000	1,200	600
50,001-75,000	2,400	900
75,001-100,000	3,600	1,200
100,001-150,000	5,000	1,500
150,001-200,000	7,000	1,800
200,001-250,000	9,000	2,100
250,001-350,000	15,000	2,400
350,001-500,000	21,250	2,700
500,001 and above	25,000	3,000

**2. PRESCRIBED VALUE OF HOUSEHOLD FURNISHINGS, APPARATUS AND  
APPLIANCES**

<b>CATEGORY</b>	<b>TYPE OF BENEFIT</b>	<b>ANNUAL PRESCRIBED VALUE OF BIK PROVIDED (RM)</b>
1	Semi-furnished with furniture in the lounge, dining room or bedroom.	840
2	Semi-furnished with furniture as in Column 1 and one or two of the following: <ul style="list-style-type: none"> <li>▪ air-conditioners</li> <li>▪ curtains and alike</li> <li>▪ carpets</li> </ul>	1,680
3	Fully furnished with benefits as in Columns 1 and 2 as above plus one or more of kitchen equipment, crockery, utensils and appliances	3,360
4	Service charges and other bills such as water and electricity.	Service charges and bills paid by the employer.



**APPENDIX 2 (Continuation)**

**3. PRESCRIBED VALUE OF OTHER BENEFITS**

ITEM	TYPE OF BENEFIT		VALUE OF BIK PER YEAR
1	Telephone (including mobile phone)	a) Before the year of assessment 2008	<p>a) Hardware : RM300 per telephone</p> <p>b) Bills -</p> <p>(i) Telephone is subscribed and paid by the employer :</p> <ul style="list-style-type: none"> <li>✓ The benefit is taxed under paragraph 13(1)(b) of the ITA 1967.</li> <li>✓ The prescribed value is RM300 per telephone.</li> <li>✓ Where the formula method is used, the value of the benefit is the amount of the actual cost of the private bills paid by the employer.</li> </ul> <p>(ii) Telephone is subscribed by the employee and by employer</p> <ul style="list-style-type: none"> <li>✓ The benefit is taxed under paragraph 13(1)(a) of the ITA 1967</li> <li>✓ The benefit to be taxed is the amount of the actual bills paid by the employer.</li> </ul>
			b) From the year of assessment 2008

2	Gardener		RM3,600 per gardener
3	Household servant		RM4,800 per servant
4	Recreational club membership	a) Individual membership – Membership subscription paid or reimbursed by employer	<p>Tax treatment on the benefit received on the employee as follows-</p> <p>(i) Entrance fee for club membership - taxed under paragraph 13(1)(a) of the ITA 1967</p> <p>(ii) Monthly/annual membership subscription fees for club membership - taxed under paragraph 13(1)(a) of the ITA 1967</p> <p>(iii) Term membership - is taxed on the amount of payment made under paragraph 13(1)(a) of the ITA 1967</p>
		a) Corporate membership – Membership subscription paid by employer	<p>Tax treatment on the benefit received on the employee as follows-</p> <p>(i) Entrance fee - not taxable</p> <p>(ii) Monthly/annual membership subscription fees for club membership - taxed on the prescribed value under paragraph 13(1)(b) of the ITA 1967</p>