



ROYAL MALAYSIAN CUSTOMS

GOODS AND SERVICES TAX

GUIDE ON APPROVED TRADER SCHEME

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INTRODUCTION

1. This industry guide is prepared to assist businesses in understanding matters with regards to GST treatment on Approved Trader Scheme (ATS).

Overview of Goods and Services Tax

2. Goods and Services Tax (GST) is a multi-stage tax on domestic consumption. GST is charged on all taxable supplies of goods and services in Malaysia except those specifically exempted. GST is also charged on importation of goods and services into Malaysia.

3. Payment of tax is made in stages by the intermediaries in the production and distribution process. Although the tax would be paid throughout the production and distribution chain, only the value added at each stage is taxed thus avoiding double taxation.

4. In Malaysia, a person who is registered under the Goods and Services Tax Act 2014 is known as a “registered person”. A registered person is required to charge GST (output tax) on his taxable supply of goods and services made to his customers. He is allowed to claim back any GST incurred on his purchases (input tax) which are inputs to his business. Therefore, the tax itself is not a cost to the intermediaries and does not appear as an expense item in their financial statements.

GENERAL OPERATIONS OF THE INDUSTRY

Approved Trader Scheme

5. Basically, all exports are zero-rated, meaning exporters do not collect output tax on their supplies. All major re-exporters will have positive input tax refund as they do not have collection or have only minimum collection of output tax to help them offset against the GST paid on their imports. This would create a cash flow problem for them because they would have to pay GST upfront. Hence, a suspended GST under the Approved Trader Scheme (ATS) was introduced to alleviate the cash flow problem faced by importers who mainly re-export their supplies.



6. Any taxable person approved under the ATS (refer as “**ATS approved person**” after this) will be allowed to suspend GST payable on imported goods at the point of importation. The GST due on all goods imported in a particular taxable period would be summed up and accounted for in the taxable period where the importation takes place in a specific column in GST return. ATS approved person must be on a monthly taxable period.

7. Suspension of GST only applies to goods that are imported and not for locally acquired supplies. Normally, an ATS approved person would be able to acquire supplies from the local market on credit term. On the other hand, he may be able to collect output tax on supplies made to the local market to offset his input tax payments. *Concept of ATS can be illustrated as in Appendix 1.*

PARTIES QUALIFYING FOR ATS CONSIDERATION

8. The following taxable persons who registered under section 20 of the act are eligible to apply for ATS subject to approval given by RMC.

- (a) All companies operating in a Free Industrial Zones (FIZ) under paragraph 10(1) (b) of the Free Zones Act 1990.
- (b) All Licensed Manufacturing Warehouse (LMW) operators licensed under Section 65A of the Customs Act 1967.
- (c) International Procurement Centres (IPCs) and Regional Distribution Centres (RDCs) approved by the Director General of Malaysian Investment Development Authority (MIDA).
- (d) Toll manufacturers approved under the Approved Toll Manufacturer Scheme (ATMS).
- (e) Jewellery manufacturers approved under the Approved Jeweller Scheme.
- (f) Companies with turnover above RM25 million and making at least 80% zero rated supplies.
- (g) Any person or class of persons as determined by the Minister.



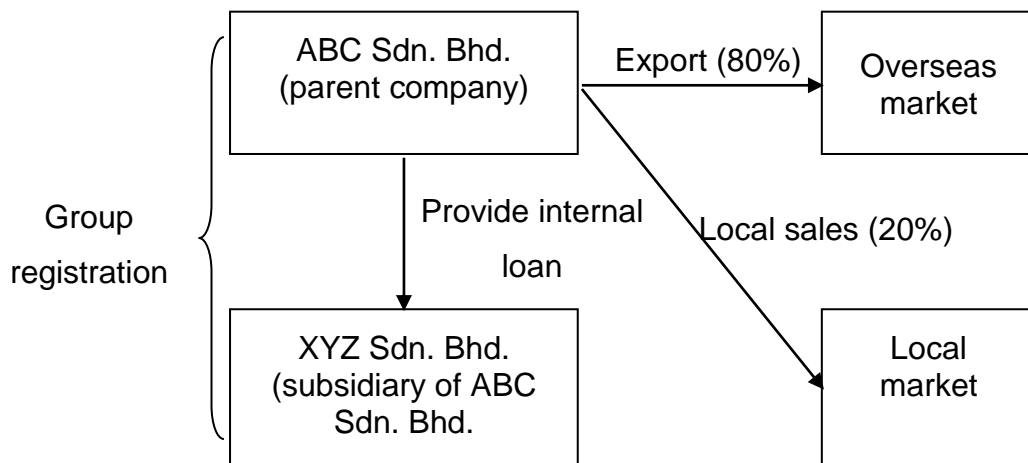
CONDITIONS FOR ATS APPROVAL

9. Like any other special schemes, there are conditions imposed under the ATS in which an ATS approved person must strictly adhere to. The conditions imposed under the ATS include the following:

- (a) An ATS participant must make wholly taxable supplies;

A registered person who makes exempt supplies or partial-exempt supplies does not qualify for the ATS unless the exempt supplies are incidental to his main business. (See **Example 1** below).

Example 1 Exempt supply incidental to main business.



Certain exempt supplies such as provision of any loans, advance or credit between connected persons, deposit of money, issuance of debt security, etc, are treated as incidental to the taxable person's business activities if the person makes no other exempt supplies as stipulated under Regulation 40 of the GST Regulations 2014. (For further details, see incidental exempt supplies).

- (b) An ATS approved person must account for tax on a monthly taxable period;

An ATS approved person must only file monthly GST return. Any registered person who files other than monthly GST return is not eligible for ATS.

- (c) Electronic submission of GST return;
An ATS approved person must submit his monthly GST return through electronic filing (E-filing).
- (d) Importation of goods must be declared electronically;
All imports must be declared electronically and in the name of the ATS approved person. However, authorized forwarding agents duly appointed can clear the goods on behalf of the ATS approved person, but the ATS approved person must sign the import/ export forms and remain liable for any tax and duties due or accountable by him.
- (e) An ATS approved person must have good compliance as a GST payer;
An ATS approved person must have performed and complied with all duties and obligation relating to his liabilities to account and pay tax as prescribed under the Act. A registered person blacklisted under any laws administered by the RMC would not be considered for ATS status.
- (f) An ATS approved person must have good accounting system;
Good accounting expected of an ATS approved person is explained in **paragraph 16** below.
- (g) Security to be furnished;
Under certain circumstances, an ATS participant may be required by the Director General (DG) of the RMC to furnish security, in the form of bank guarantee or bond or both, to protect revenue.
- (h) Other conditions.
The DG of the RMC may impose additional or revise any condition(s) from time to time as he deems fit. The conditions set here do not preclude or override any other conditions imposed on an ATS approved person under LMW, FIZ, RDC and IPC scheme respectively. The DG of the RMC also reserved the rights to reject any application, to review or revoke any approval granted to an ATS approved person at any time without prior notice to protect revenue.

IMPORTATION OF GOODS UNDER ATS

10. Generally all goods imported would be subjected to GST. Under ATS, approved persons are allowed to suspend the payment of GST on the importation of goods. In this case, an importer only needs to declare the goods at the place of import before it is taken out from customs control.

11. The amount of GST suspension for all goods imported in a particular month need to be declared by the importer under this scheme by declaring the amount in a specific column in the GST return for that month (the month where the suspension relates). The return needs to be furnished not later than the last day of the subsequent month (Please see **Example 2** below).

Example 2

ABC Sdn Bhd is a manufacturing company which approved under ATS. In the month of January 2016 he has imported raw materials with the amount CIF RM100,000. The total amount of GST suspended is RM6,000. (RM100,000 X 6%). As an approved person under ATS, ABC needs to declare the amount of GST suspended i.e. RM6,000 in his GST return for the month of January 2016.

IMPORTED SERVICES

12. Since all ATS participants are taxable persons and making wholly taxable supplies, GST on imported services can be net off with the deemed input tax credit.

TREATMENT ON GOODS LOCALLY SOURCED BY ATS APPROVED PERSON

13. Any goods sourced locally do not come within the scope of ATS whereby the normal rules of GST would apply. This means that GST has to be paid upfront and claim as input tax credit. Similar treatment applies even if goods or raw materials purchased from another ATS approved person such as a company operating in a free industrial zone. However, if an ATS approved person purchased goods from a licensed warehouse, payment of GST on the imported goods is suspended.



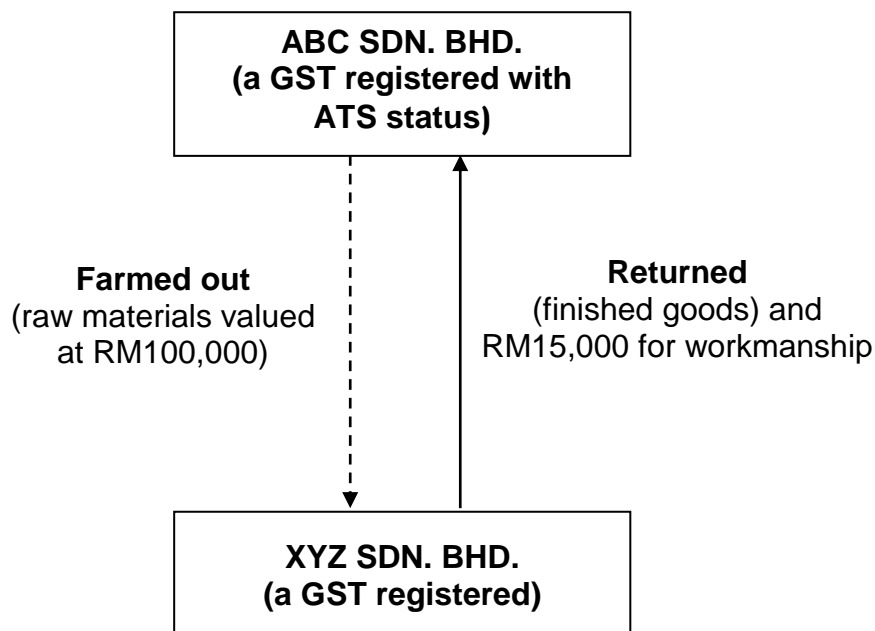
SUPPLY OF GOODS TO THE LOCAL MARKET BY ATS APPROVED PERSON

14. Any goods, whether in the form of raw materials or finished goods, supplied or disposed of in any manner to the local market are taxable supplies. An ATS approved person must account for GST on local supplies made by issuing tax invoices. **For those who is licensed under Licensed Manufacturing Warehouse (LMW) or who is operating in Free Industrial Zone (FIZ), please refer to Guide on LMW/FIZ.**

FARMING OUT TO SUB-CONTRACTORS BY ATS APPROVED PERSON

15. Farming out does not transfer the ownership of the goods to the sub-contractor. As such, it is not a supply of goods and an ATS approved person does not have to account for GST output tax on the raw materials. However, if the sub-contractor is a GST registered person, he has to account for GST output tax on the value of services supplied to the ATS approved person (Please see **Example 3** below).

Example 3



Accounting for GST will be as follows:

- (i) *ABC Sdn. Bhd. will issue a normal invoice or delivery order to XYZ Sdn. Bhd. and no GST is chargeable.*
- (ii) *XYZ Sdn. Bhd. will issue a tax invoice to ABC Sdn. Bhd. when the finished goods are returned to ABC Sdn. Bhd., and XYZ Sdn. Bhd. has to account for output tax of RM900 (RM15,000 x 6%) on the workmanship charge.*
- (iii) *ABC Sdn. Bhd. can claim the RM900 (GST) paid to XYZ Sdn. Bhd. as his input tax credit.*
- (iv) *If XYZ Sdn. Bhd. is not a GST registered, no GST is due on the workmanship charged.*

GOOD ACCOUNTING SYSTEM

16. An ATS approved person has to maintain a good accounting system which includes the following requirements:

(a) **At the time of application**

- (i) Accounting records must be kept in accordance with the principles of Standard Accounting Practices adopted in Malaysia. There must be sufficient original documents and proper records of the value of imports, exports and local sales kept for at least the 2 immediate past financial years from the date of application. (See **Example 4** below). Exemption to this condition may be given to newly set up companies at the discretion of the DG before approval. But, for new businesses a projection on the supplies for the next 24 months from the date of application must be given and the basis for the projection is clearly stated;

Example 4

- *Financial year ending 31st March 2016*
- *Date of application is on 20th February 2016*
- *The 2 relevant periods of records kept would be financial years ending **31st March 2014 and 31st March 2015.***

- (ii) There must be a good audit trail on the accounts prepared by the applicant. The DG may examine the accounts before an approval is granted under the ATS.
- (b) **During The Validity Period of the ATS Approval**
- (i) ATS Approved person must maintain proper records on the value of imports, exports and local sales as well as an inventory of raw materials, quantities of work-in-progress and total supplies made at all time. All documents related to imports, exports, production of goods and local sales, like import and export forms, invoices, delivery orders, credit and debit notes and receipts must be kept and properly filed for a period of not less than 7 years as provided for under the GST law;
 - (ii) An ATS approved person must submit monthly report on details of importation including amount of GST suspended to the RMC;
 - (iii) There must be good audit trail and the external auditor is able to issue a positive assurance report on the annual accounts and that all trading figures declared are fair and accurate. The external auditor report and opinion must be unqualified; and
 - (iv) An ATS approved person must produce statements of account, reports and any other related documents upon request from RMC.

RESPONSIBILITIES OF AN ATS APPROVED PERSON

17. The responsibility of ATS approved persons are as follows:

- (a) ATS approved person must have good compliance record on any business dealing with the RMC. Good compliance must be maintained at all time. If he flout any law administered by the RMC he risk being disqualified from the ATS. Any breach of conditions may result in suspension or revocation of approval under regulation 90 of the GST Regulations 2014 by the Director General;



- (b) ATS approved person must maintain a good accounting system;
- (c) ATS approved person must not be making exempt supplies unless the exempt supplies are **incidental to his main business**;
- (d) If his goods are cleared by authorized agent(s), all import and export forms must still be signed by the ATS approved person;
- (e) ATS approved person cannot use his ATS status to import goods on behalf of other importers.
- (f) ATS approved person is responsible and accountable for GST suspended on the goods imported by him, including those cleared for him by his forwarding agent(s);
- (g) ATS approved person must issue authorized letter to forwarding agent(s) appointed by you and keep a record of them; and
- (h) ATS approved person should immediately notify the RMC on any change in particulars submitted to RMC under the ATS.

FREQUENTLY ASKED QUESTION

Supply of goods to the local market by ATS approved person

Q1. If I supply raw materials or finished goods to another ATS approved person, do I still have to account for GST output tax?

A1. Yes, a supply made to another ATS approved person, irrespective whether the buyer is an operator in a free industrial zone, IPC or RDC operator is a taxable supply. You have to account for GST output tax chargeable on the supply by issuing a tax invoice.

Q2. I am an operator in a free industrial zone under the ATS and if I loan some raw materials to another operator in the free industrial zone for his urgent use, do I have to account for GST output tax?

A2. Yes, because you are treated as making a supply of goods since the raw materials which the other operator in a free industrial zone replaces you later on would not be the same as the raw materials you loan to him. As such, it is a taxable supply.



Q3. If I am a member under group registration, do I need to apply for separate ATS approval for each constituent member?

A3. Yes, each constituent member has to apply for ATS separately and it must fulfill the required conditions.

Q4. If I supply goods to a group member, do I have to account for GST output tax on the supplies?

A4. No, supply made between members registered as a group under the GST is disregarded. However, goods imported under ATS are not allowed to be supplied to any member of the group unless the ATS approved person has IPC or RDC status. **For further details, please refer *Guide on Registration*.**

Responsibilities of an ATS approved person

Q5. When I ceased to be a GST registered person or as an ATS approved person, do I have to account for output tax on capital assets/stocks on hand?

A5. In both the above instances all goods imported, including capital assets and stocks, on hand at the effective date of cessation are deemed to be taxable supplies and you must account for output tax on the goods.

Q6. Can I transfer my ATS status to another person if I decide to dispose of my business to him?

A6. Approval granted under the ATS is not transferable in any manner. The buyer must apply for his own ATS status if he can fulfill all the conditions stipulated under the ATS.

Q7. What is the duration of an ATS approval and when should I renew it?

A7. Approval for ATS status is on a two-yearly basis or for a shorter period, as the case may be, and any application for renewal must be made within six months before the last day of each approval period.

Q8. What would happen to goods on hand if my ATS status is revoked?

A8. If you are still registered for GST, normal rule would apply to your goods on hand, i.e. account for output tax if supply takes place.



Q9. As an approved person under ATS, do I have to submit any report to GST office?

A9. Yes, you have to prepare monthly report known as Lampiran B – 0 P.T. GST Bil 2B (refer to Appendix 2) and submit it to the GST office (controlling station) within 15 days after the end of your taxable period including varied taxable period. If you are under a category of “any person whose annual turnover is more than 25 million and at least 80% supplies made are zero rated”, there is another report to be prepared known as Lampiran A1 (refer to Appendix 3). This report is not required to be submitted but must be prepared for audit by any GST officer, at any time as requested. The template of Lampiran B – 0 P.T. GST Bil 2B and Lampiran A1 can be downloaded from GST portal.

FEEDBACK AND COMMENTS

18. Any feedback or comments will be greatly appreciated. Please email your feedback or comments to gstsector6@customs.gov.my.

FURTHER ASSISTANCE AND INFORMATION

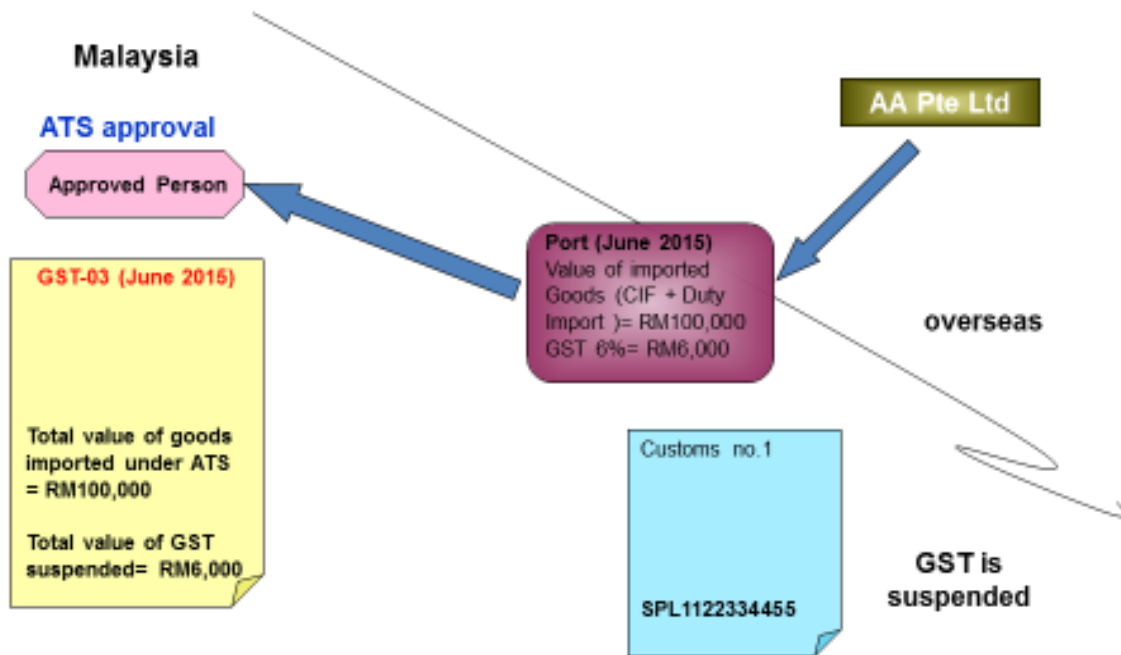
19. Further information can be obtained from:

- (a) GST Website: www.gst.customs.gov.my
- (b) GST Hotline: 03-88822111
- (c) Customs Call Centre:
 - Tel : 03-78067200/ 1-300-888-500
 - Fax : 03-78067599
 - E-mail : ccc@customs.gov.my



APPENDIX 1

Approved Trader Scheme - Concept



APPENDIX 3

LAMPIRAN A1

**PENYATA BULANAN BAGI PEMBEKALAN BARANG SIAP BAGI SYARIKAT
SELAIN GPB/FIZ/IPC/RDC/AJS/ATMS**

Nama Syarikat:
Alamat Syarikat:
No. GST:
No.SPL:

Nama Barang siap	Pengeluaran			Eksport				Pembekalan tempatan bagi barang berkadat sifar				Baki stok barang siap
	Jumlah stok permulaan barang siap	Jumlah Keluaran Semasa	Jumlah barang Siap	No. Borang Kastam 2	Kuantiti	Nilai (RM)	Peratus eksport	Tarikh Jualan/ No.Invois Jualan	Kuantiti	Nilai Jualan (RM)	Peratus Jualan	
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)= f)/(d) X 100%	(i)	(j)	(k)	(l) = (j)/(d) X100%	(m)= (d) – (f) –(j)
Jumlah												

Tandatangan:
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Saya mengaku bahawa maklumat-maklumat yang diberi di atas adalah benar dan betul

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Penyata ini hanya untuk tujuan audit dan perlu dikemukakan apabila dikehendaki



AMENDMENTS

No	Date	Heading / Sub - heading / Paragraph	Description
1	24 July 2015	Frequently Ask Question	A9 - Amendment