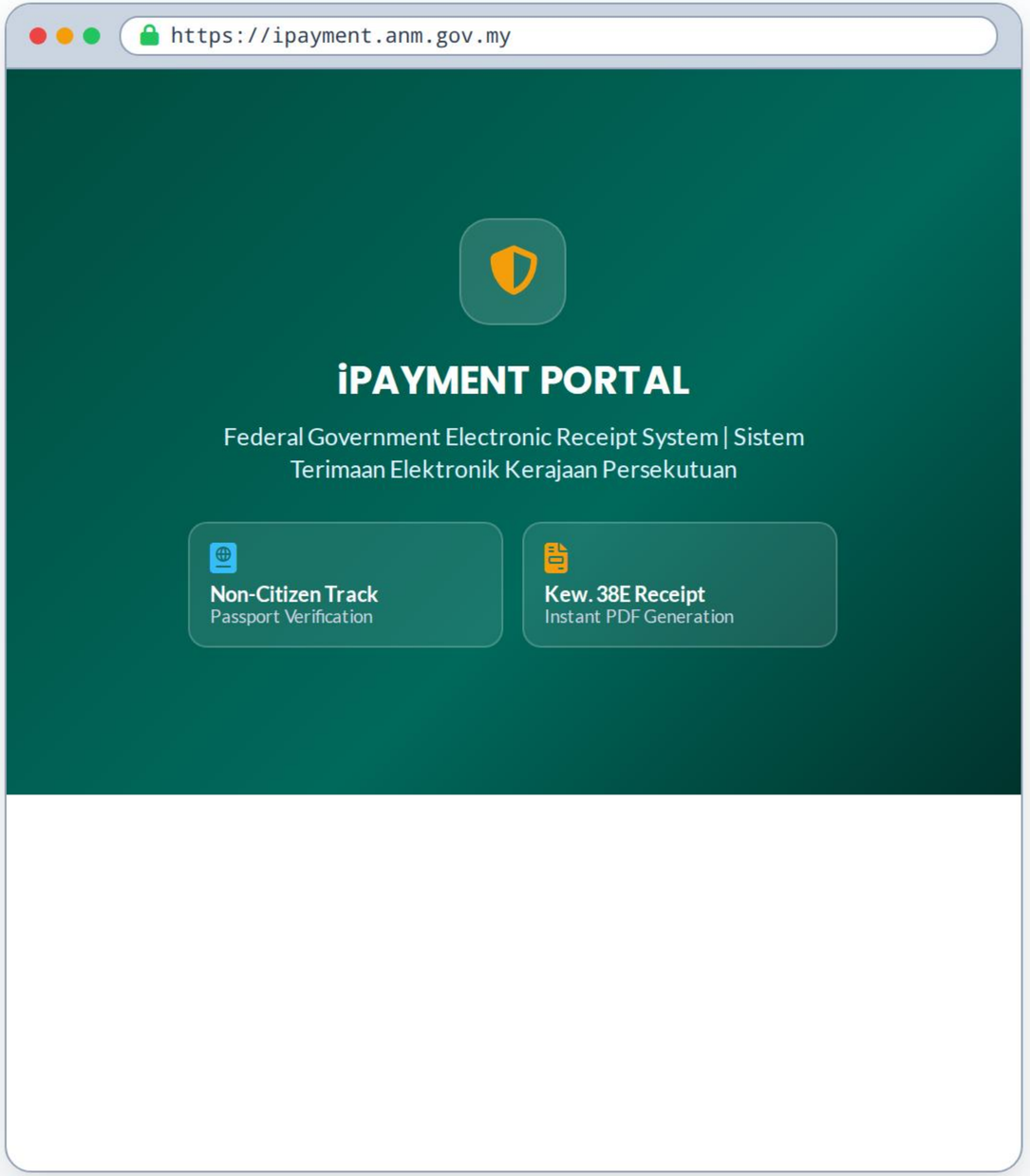
INTERNATIONAL USER GUIDE

# Federal Government Electronic Receipt System (iPAYMENT)

Step-by-Step Registration & Payment Portal Manual for Non-Citizen Clients

Accountant General's Department of Malaysia (JANM) | Ministry of Finance



SECTION 01

# System Overview

Introduction to Malaysia's unified electronic collection portal for Federal Government services and agency payments.

# What is iPAYMENT?

## Federal Gateway

iPAYMENT is the centralized electronic collection gateway developed by the **Accountant General's Department of Malaysia (JANM)** under the Ministry of Finance.

- Serves all Federal Ministries & Departments
- Ensures secure financial accounting

## International Access

Designed specifically to allow international participants, overseas clients, and non-citizen individuals to register and complete payments online seamlessly.

- Dedicated Passport ID registration path
- 24/7 global web access anywhere

## Official Kew. 38E Receipt

Generates an immediate legal electronic receipt (**Kew. 38E**) upon successful payment completion, serving as proof for official claims and audits.

- Instant downloadable PDF document
- Valid for corporate financial claims

# Section 02: Registration Requirements

## Valid Passport ID

Non-citizens must select the **"Bukan Warganegara"** option and enter a valid International Passport Number for identity verification.

## Active Personal Email

Use a personal, accessible email address to receive your 6-digit account activation code and direct PDF receipt links.

## Secure Password

Set a password meeting security policies: minimum 8 characters, containing uppercase, numbers, and special symbols.

# Step 1: Access Portal & Registration

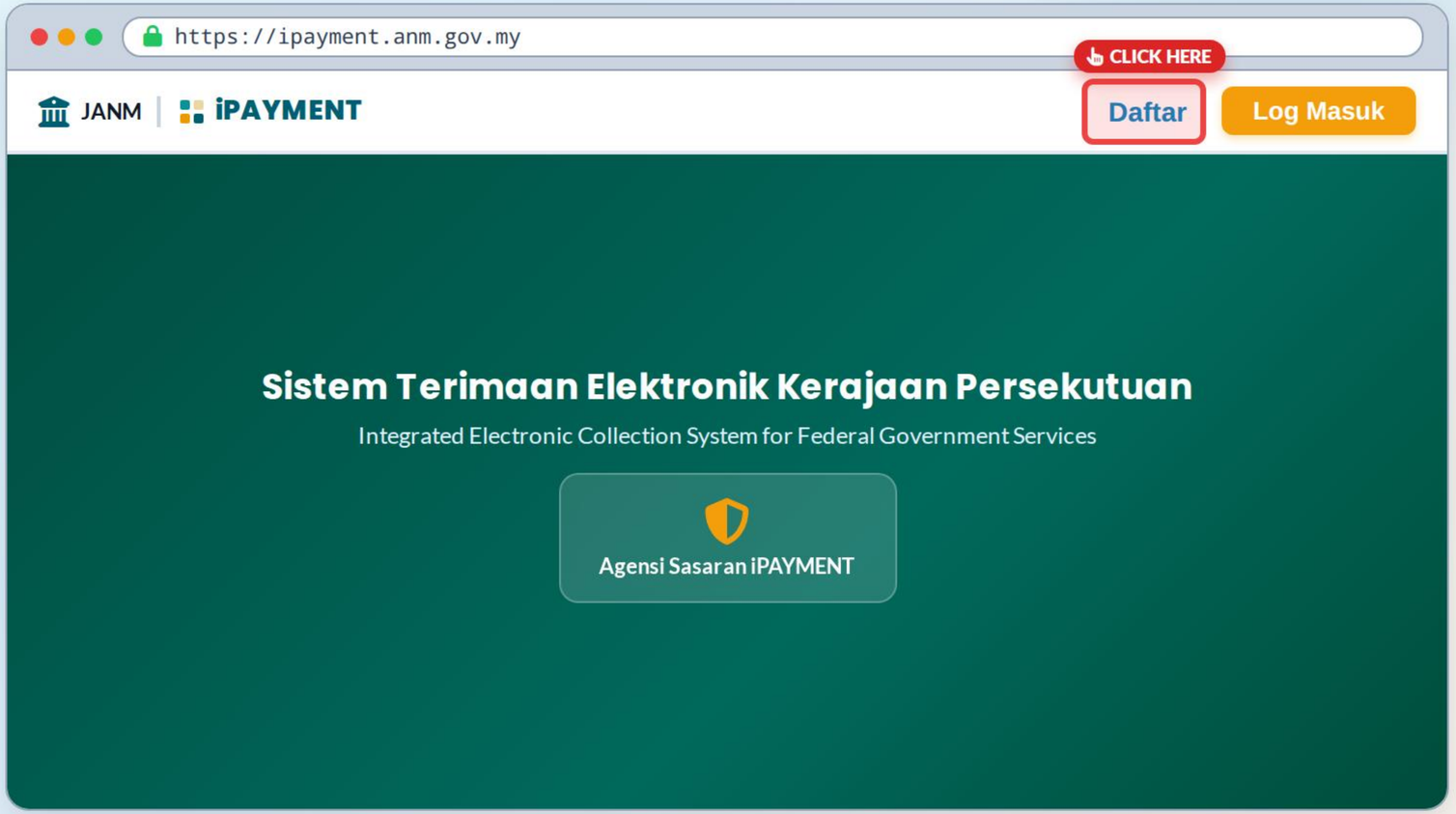
PORTAL ENTRY

## Navigate & Click "Daftar"

Open your browser and navigate to the official portal:

`https://ipayment.anm.gov.my`

- Locate the top header navigation bar.
- Click on the **"Daftar"** (Register) link situated beside the yellow "Log Masuk" button.

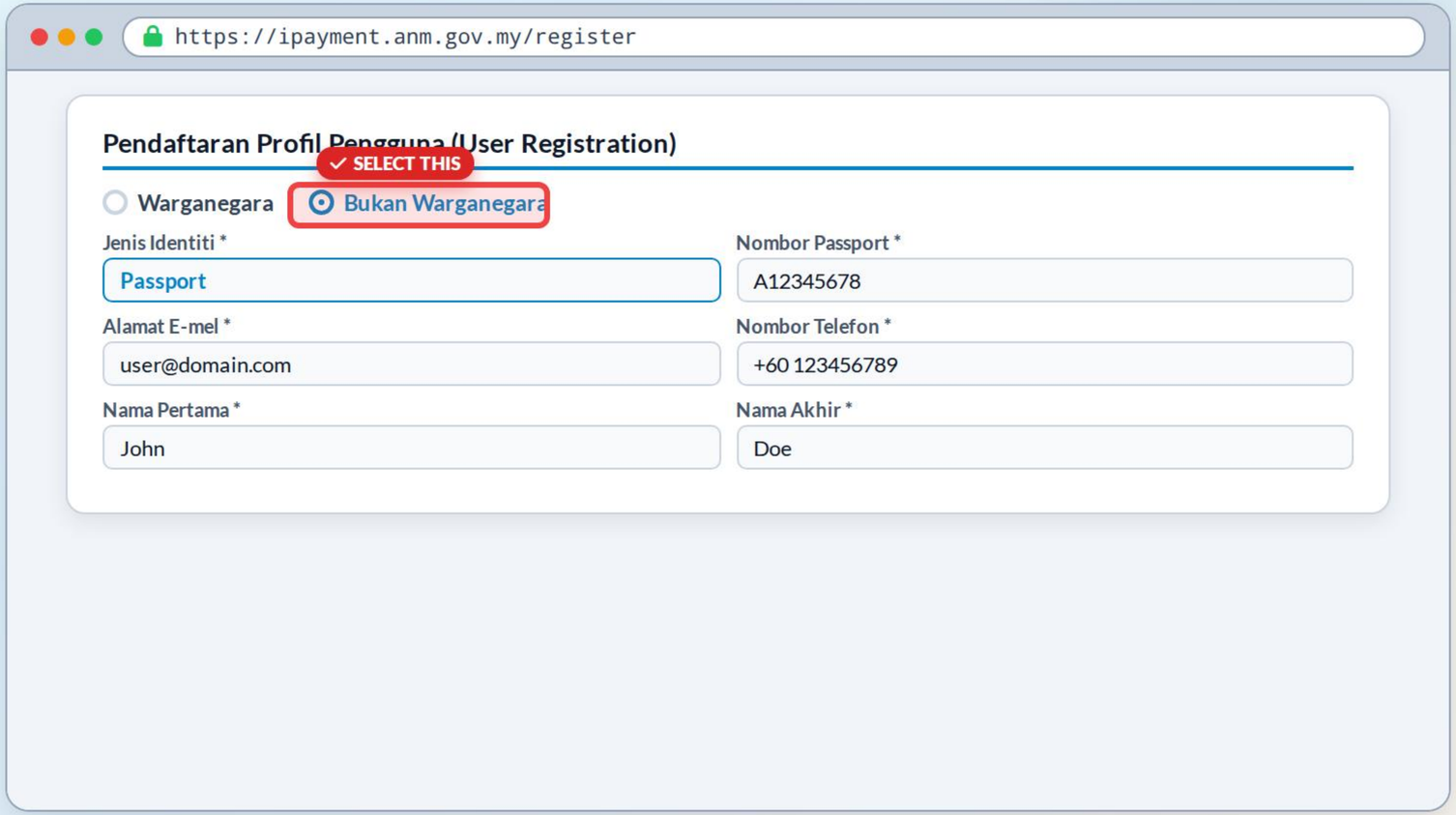


# Step 2: Non-Citizen Profile Details

IDENTITY TRACK

## Fill Profile Information

- Select **"Bukan Warganegara"** (Non-Citizen) radio button.
- Select **"Passport"** and enter your Passport Number.
- Enter your First Name, Last Name, and International Phone Number.
- **Tip:** Use a personal email address for secure activation.

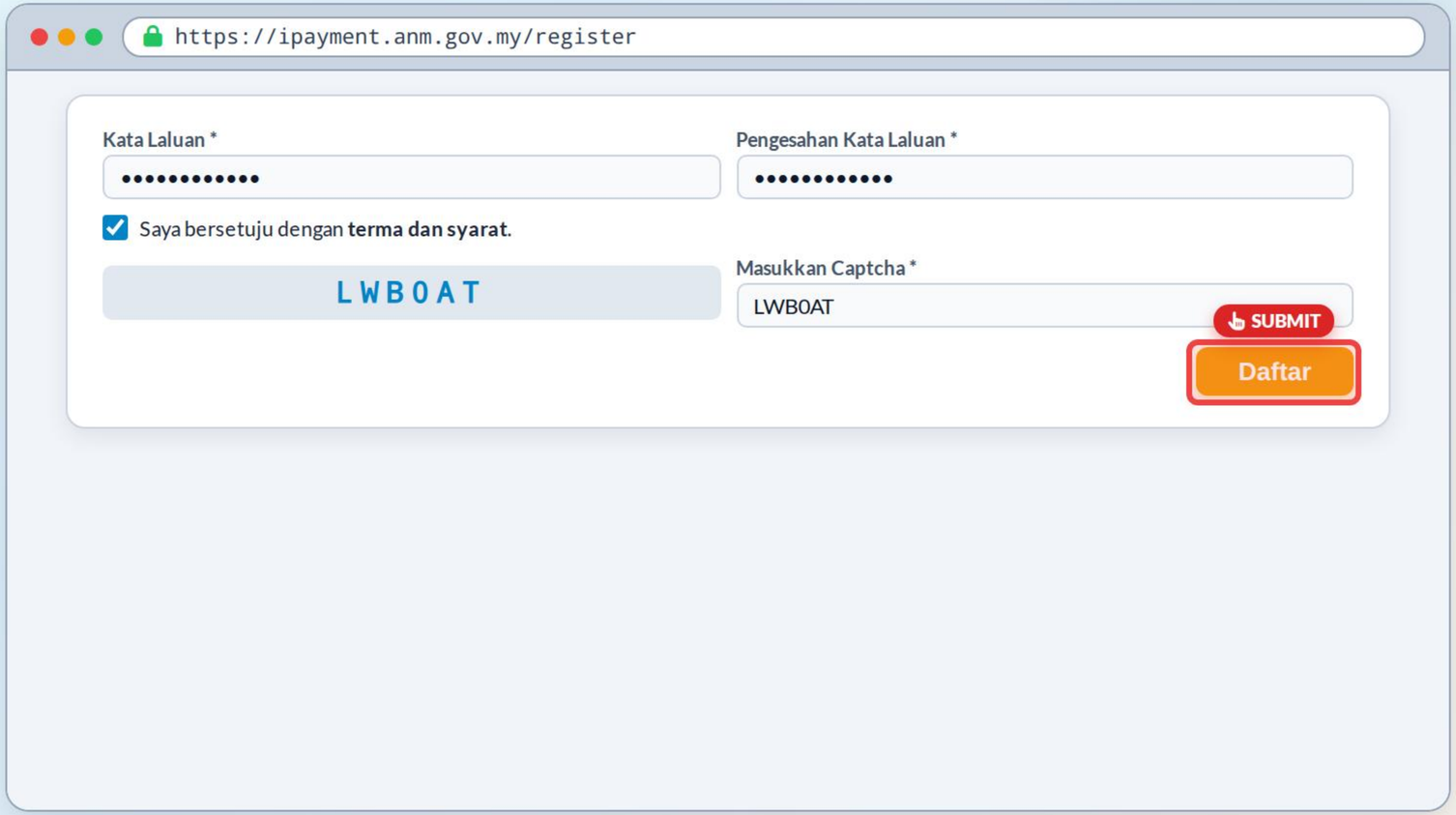


# Step 3: Password & Security Validation

SECURITY RULES

## Set Password & Captcha

- Create password with min. 8 characters (uppercase, number & symbol).
- Tick terms agreement: *"Saya bersetuju dengan terma dan syarat"*.
- Input Captcha code and click yellow **"Daftar"** button.

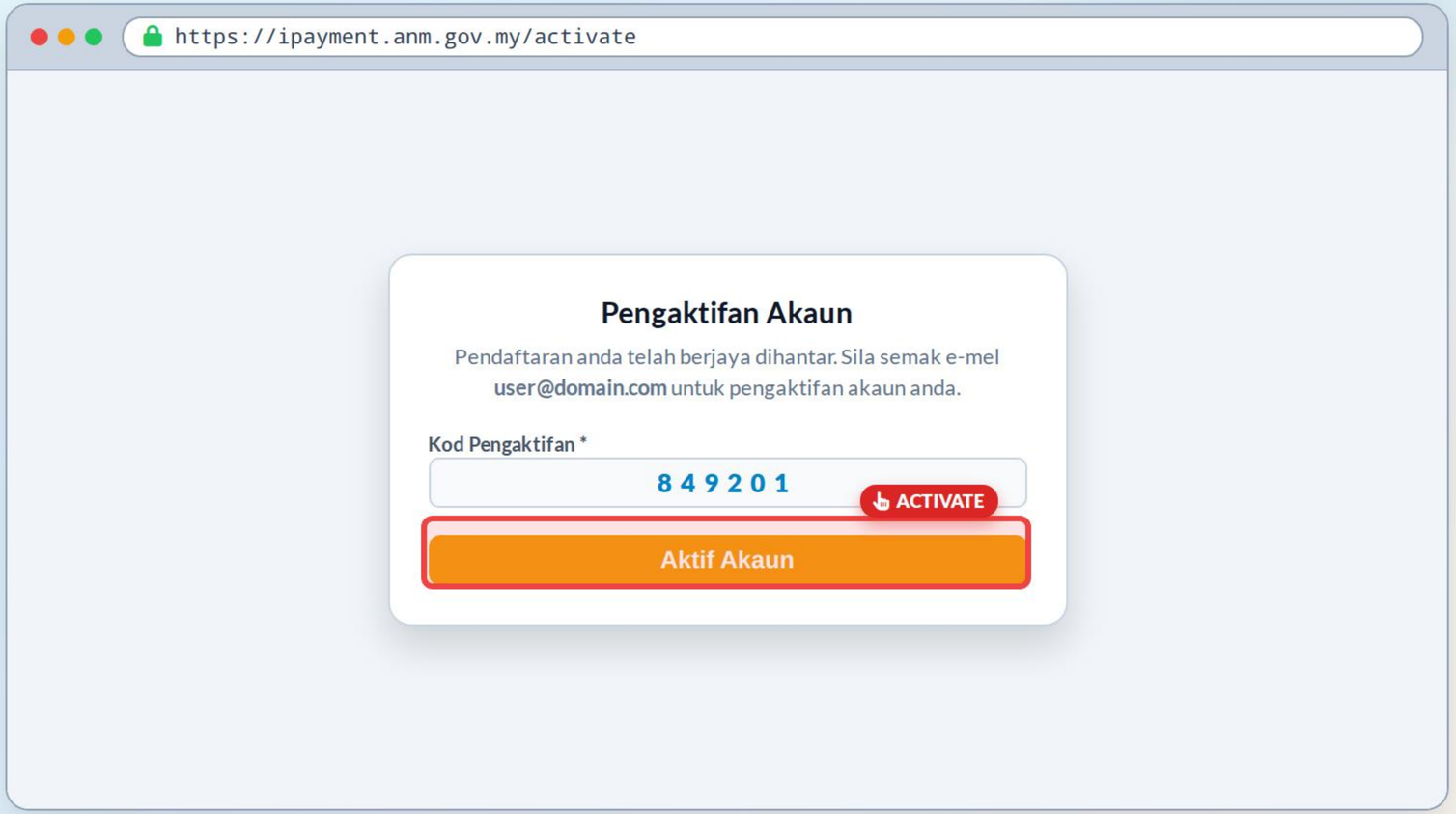


# Step 4: Email Activation Code

EMAIL VERIFICATION

## Input Activation Code

- Check your registered email inbox for the 6-digit **Kod Pengaktifan**.
- Enter code into the dialog box field.
- Click **"Aktif Akaun"** to finalize registration.



SECTION 03

# Payment & Course Selection

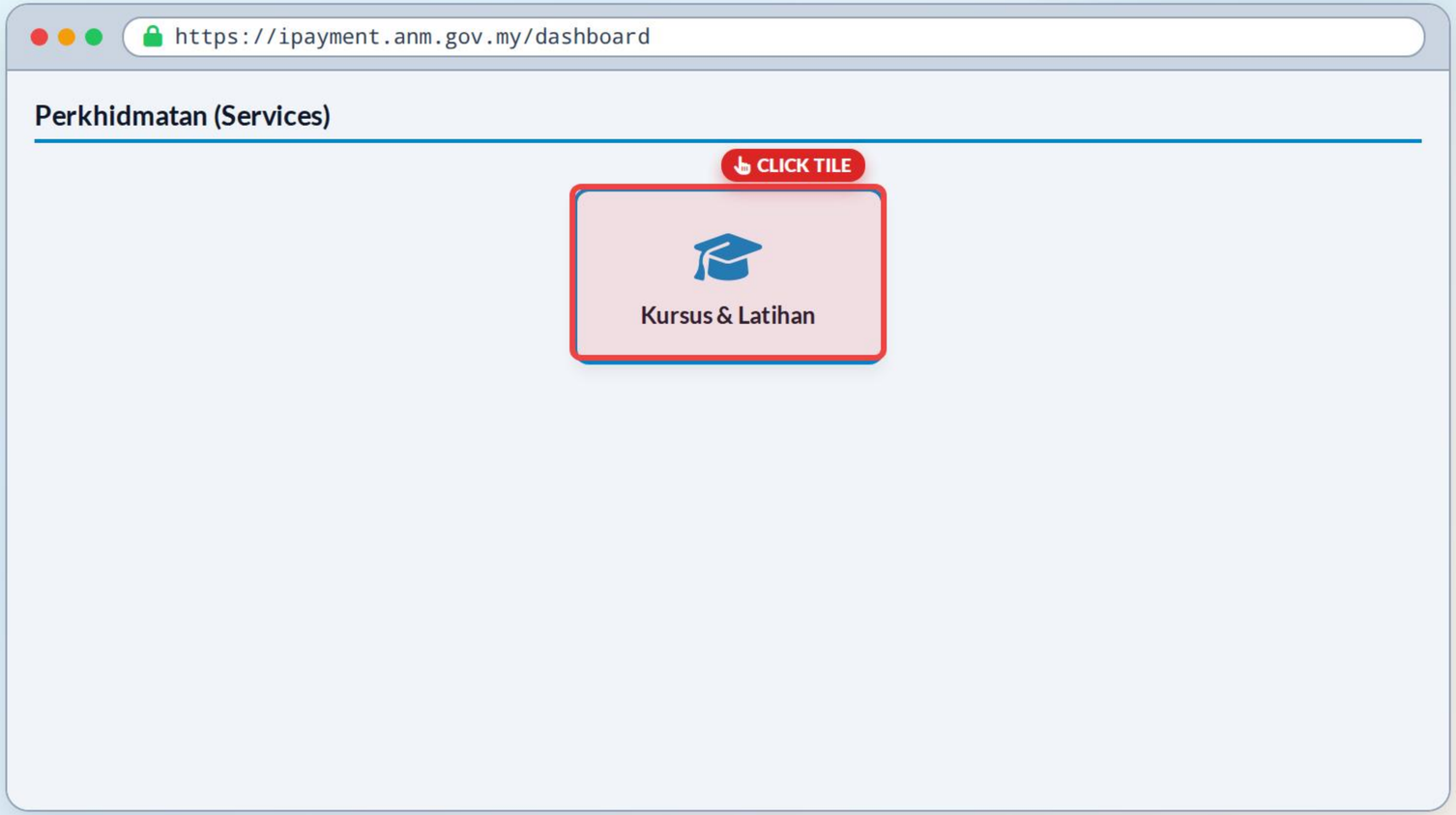
Instructions for selecting training courses (e.g., Institut Perakaunan Negara), processing digital payments, and retrieving legal government receipts.

# Step 1: Login & Select Category

SERVICE MENU

## Select Service Category

- Click **"Log Masuk"** on homepage & enter registered email and password.
- Scroll down to the **"Perkhidmatan"** (Services) menu.
- Click on **"Kursus & Latihan"** (Courses & Training) tile.



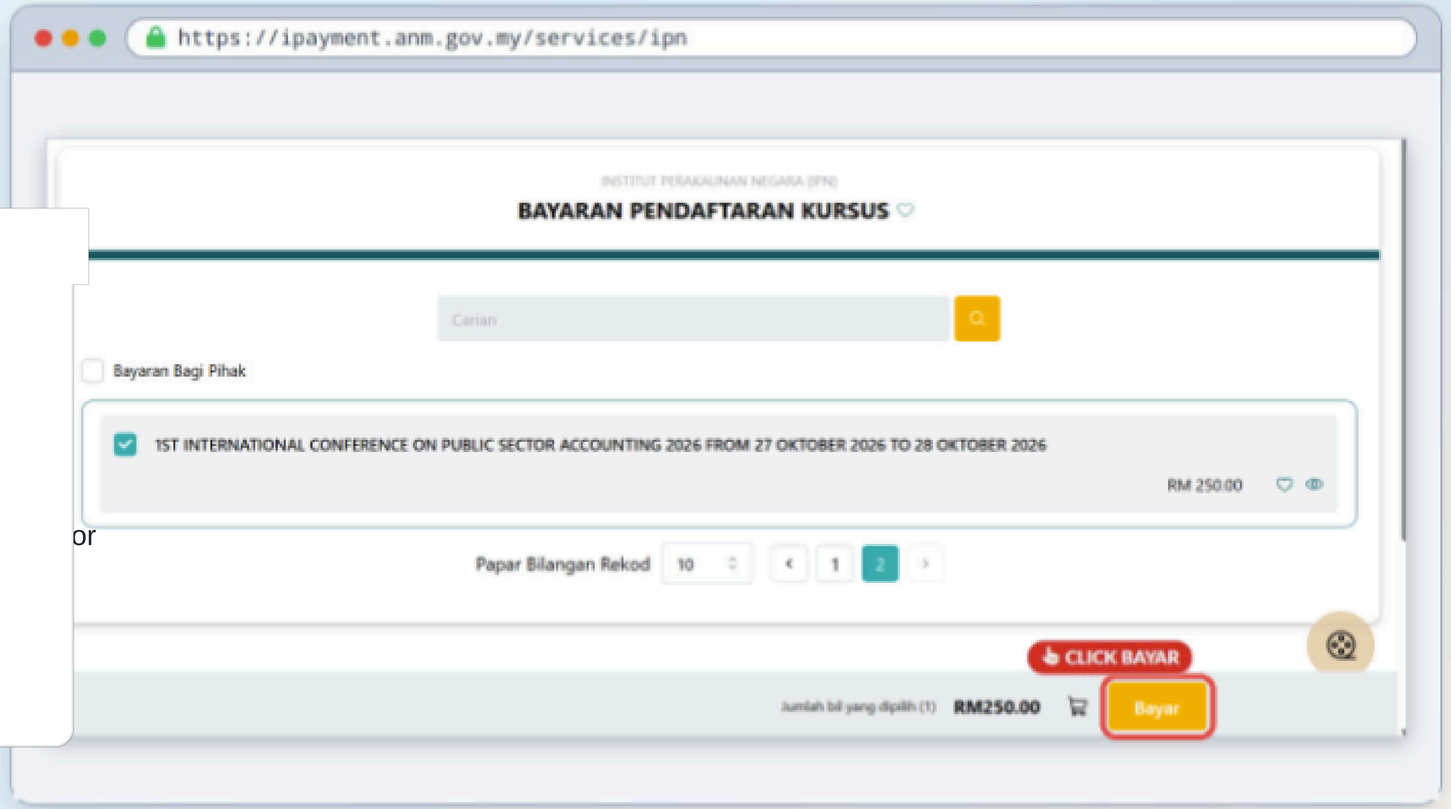
# Step 2: Select Agency & Course

AGENCY SELECTION

## ☷ Choose Course & Click "Bayar"

- ✓ Select agency: Institut Perakaunan Negara (IPN).
- ✓ Locate your course title:
  1st International Conference on Public Sector Accounting 2026 – From 27 October 2026 to 28 October 2026
- ✓ Click yellow "Bayar" (Pay) button next to the course.

or

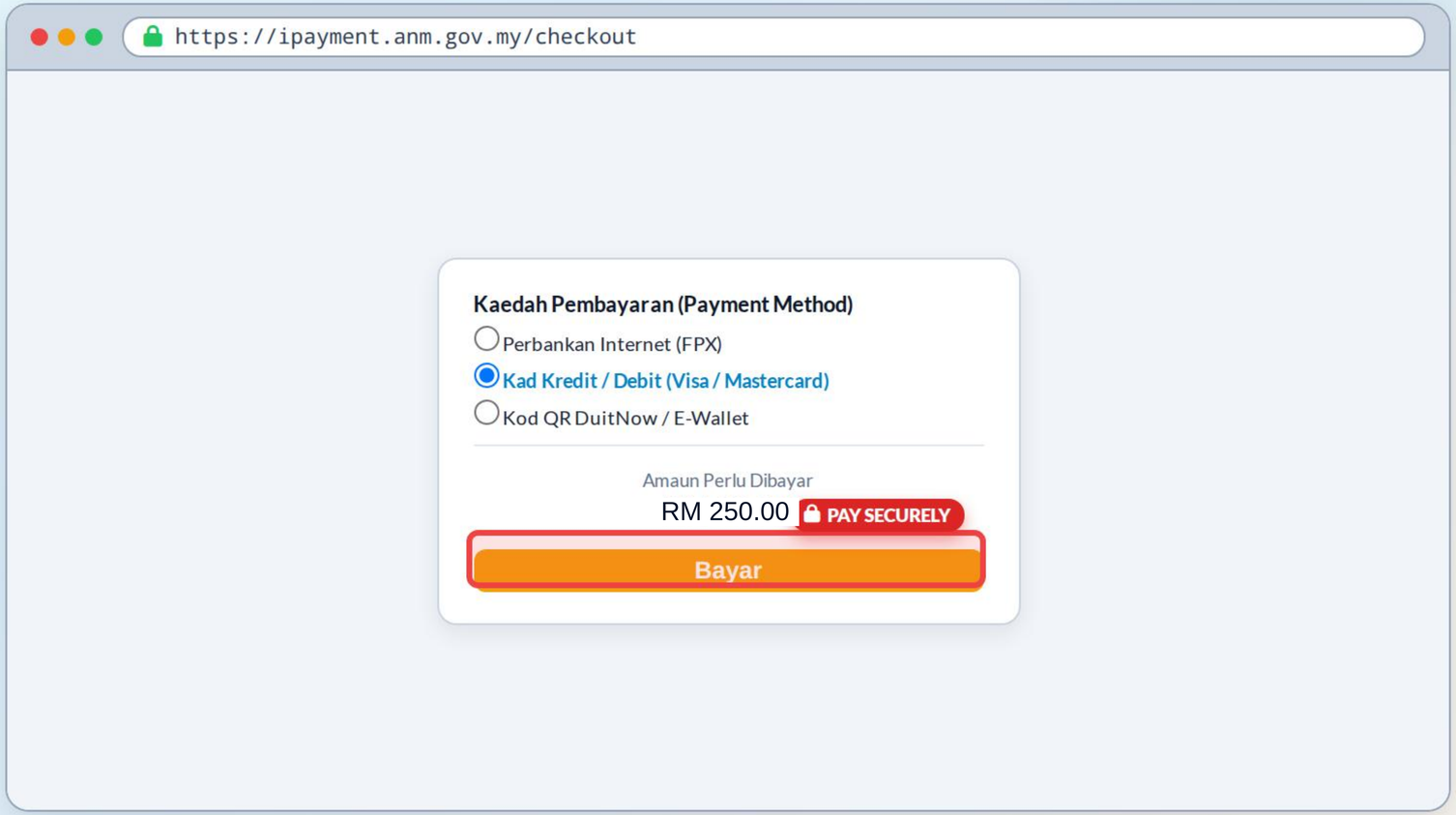


# Step 3: Payment Options & Checkout

CHECKOUT

## Paying for Self / Others

- **Paying for Others:** Check *"Bayaran Bagi Pihak"* box if paying on behalf of another participant.
- Choose preferred payment method:
  - Credit / Debit Card (Visa / Mastercard)
  - FPX Online Banking / DuitNow QR
- Click **"Bayar"** to complete secure gateway checkout.

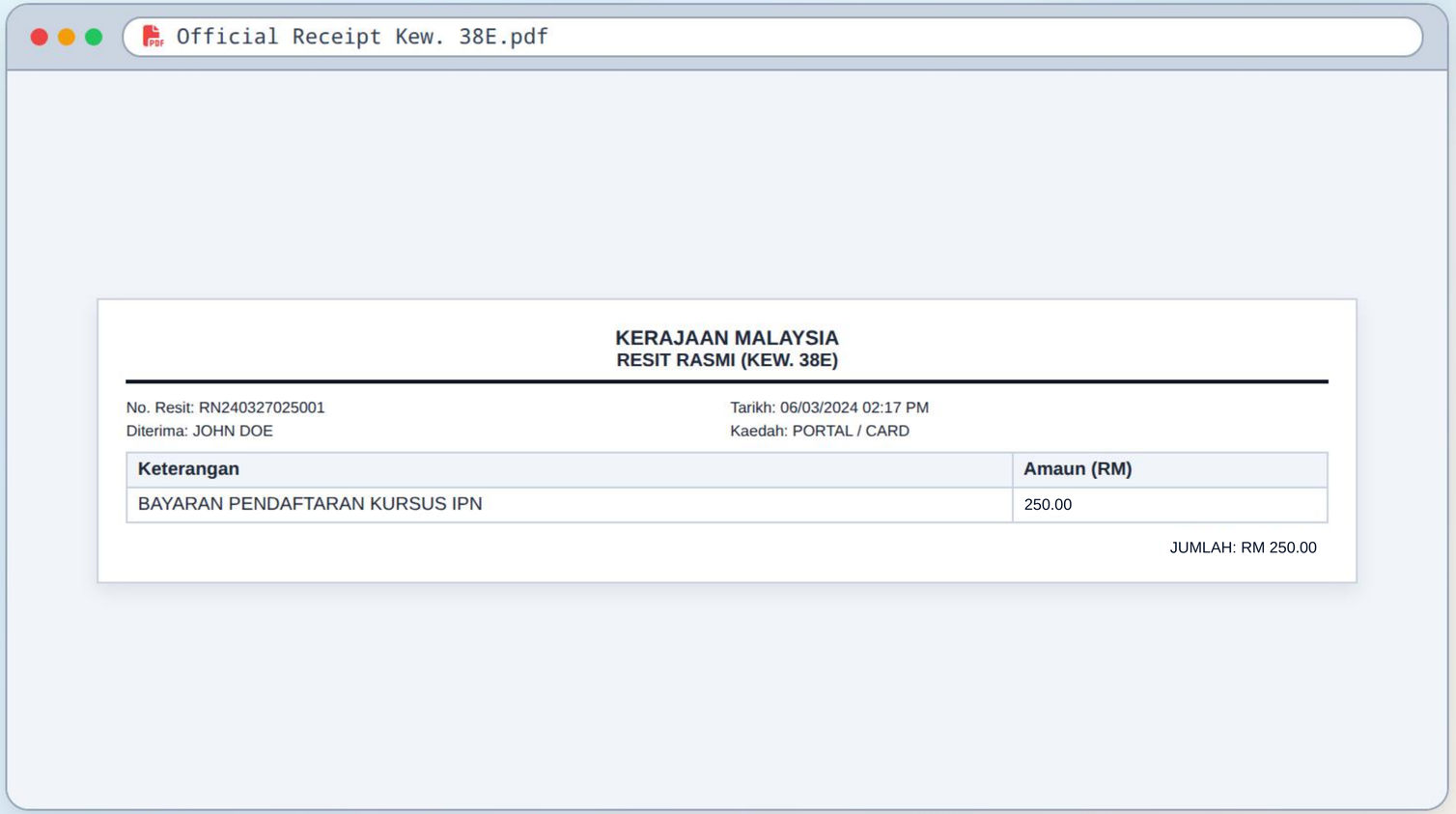


# Step 4: Download Official Kew. 38E Receipt

OFFICIAL DOCUMENT

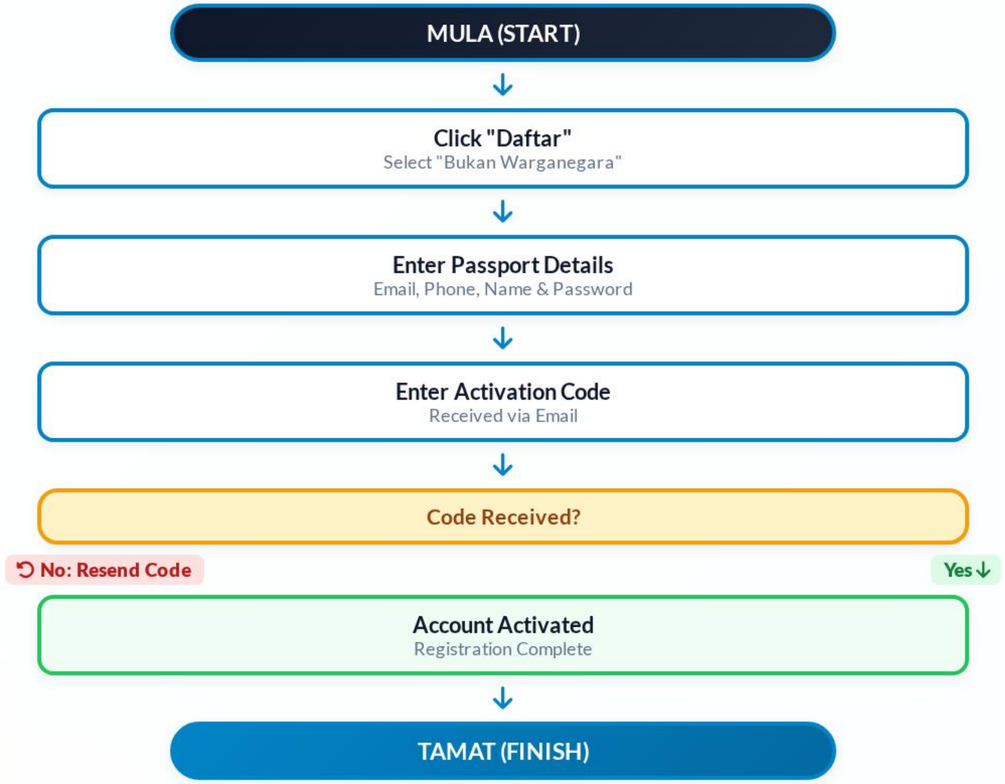
## Official Government Receipt

- An official Federal Government electronic receipt (**Kew. 38E**) is generated instantly upon payment.
- Download PDF receipt directly on screen or via email confirmation link.
- Retain a copy for departmental financial claims and attendance proof.



# Process Flowchart Diagrams

## 1. CUSTOMER REGISTRATION FLOW




## 2. PAYMENT WORKFLOW

