



FMM INSTITUTE

(C10626805080/ 199901000527/ 475427-W)

Centre for Professional Development



E-INVOICE

THE NEW ERA OF DIGITALIZED BUSINESS

A Complete Guide for your Businesses

Introduction

E-invoicing, the digital evolution of traditional billing, is reshaping the landscape of business transactions in Malaysia. This progressive move towards online invoicing offers speed, cleanliness, and accessibility – a departure from the conventional paper bills, making it a game-changer for businesses in the country.

It's crucial to note that the mandatory implementation of e-invoicing for all companies looms on the horizon, starting July 2025. In this blog, we delve into the details of e-invoicing in Malaysia and highlighting the significant role of a fully integrated ERP system for seamless and efficient financial processes.

ADMINISTRATIVE DETAILS

Date : **October 19-20, 2026**
(Monday-Tuesday)

Time : **2 Days (9:00 am - 5:00 pm)**

Venue : **FMM Institute, Johor Branch**
No. 1 & 3, Jalan Kencana Mas 1/1,
Tebrau Business Park III,
81100 Johor Bahru, Johor

Fees : **RM 1,215.00 (FMM Member)**
RM 1,350.00 (Non member)
The fee inclusive Service Tax at 8%
(SST No: W10-1901-32000105)

Closing Date : **October 5, 2026 (Monday)**

Training Provider : **FMM Institute Johor**
MYCOID: 475427W_JOHOR

All cancellations must be made in writing. There will be no charge for cancellation received 7 or more working days before the start of the programme. Cancellation received 5 working days before the start of the programme is subjected to a cancellation fee of 50% of the course fees. Cancellation received 3 working days and below before the start of the programme is subjected to cancellation fee of 100% of the course fees. If the participant fails to attend the programme, the full course fees are payable. However, replacement can be accepted at no additional cost.



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COURSE OUTLINES

A.Global scenarios of digitalize invoicing outlook

- i.The importance of international invoicing rules
- ii.The role of invoicing in international trade
- iii.Key elements in international invoicing

B.Invoice, what, why, who, who and how for businesses

- i.The important of E-Invoice in digitalize era in businesses
- ii.The organization evaluation of digitalization of E-Invoice
- iii.Realization of the benefits of Digital E-Invoice

C.E-Invoicing transaction coverage

- i.The E-Invoicing timeline
- ii.Type of E-Invoice

D.The accreditation process and eligibility criteria for PEPPOL Service Provider (3rd party)

E.E-Invoice PEPPOL and Continuous Transaction Control (CTC)

- i.What is PEPPOL
- ii.What is CTC
- iii.How CTC works

F.The methods in preparing E-Invoice

- i.The process flow of E-Invoice
- ii.The transaction coverage in E-Invoicing

G.Understanding 55 requirements in transmitting E-Invoice

H.E-Reporting Regulation and Information

I.The software development commensurate with E-Invoice compliance

- i.The E-Invoice integration approach
- ii.Available software example integrate with E-Invoicing

J.The eminent challenges in E-Invoice for businesses in Malaysia and global

Target participants

All head of departments managers who involve in generating supply chain documents including shipping, purchasing, accounts/finance, logistics etc and the person who keen to develop their skills in digitalize era in business transactions.

FACILITATOR

Dr Khairudin Bin Ahmad carried total of 16 years experiences in various manufacturing industries. He has delivered numbers of training programs with FMM Institute. He has produced an outstanding thesis in environmental management in Malaysia as he looks forward into 5-8 years in future. He also carried Master of Arts (Mgt) from Golden State University of USA and Master of Business Administration from Honolulu University of USA. Prior to these qualifications, he has been working for the past 16 years in various manufacturing background. He has been responsible for HR and Administration Department, Purchasing and Logistics Department, Production Planning and Control Department and also Shipping Department.

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**E-INVOICE - THE NEW ERA OF DIGITALIZED BUSINESS A
COMPLETE GUIDE FOR YOUR BUSINESSES****OCTOBER 19-20, 2026 | VENUE: FMM INSTITUTE, JOHOR BRANCH**

FMM Institute (475427-W)

Puan Sabrina / Pn. Astri / Pn. Ain**Email : sabrina@fmm.org.my / astri@fmm.org.my****/ nur_ain@fmm.org.my****Tel: 07-357 7613 / 14 / 15 / 16 Fax: 07-357 7618****Please tick accordingly:**

Fees: ☐ **FMM Member: RM 1,215.00/pax**
(inclusive of 8% Service Tax (SST No: W10-1901-32000105))

☐ **Non Member: RM 1,350.00/pax**
(inclusive of 8% Service Tax (SST No: W10-1901-32000105))

Dear Sir/Madam,

Please register the following participant (s) for the above programme:

(To be completed in BLOCK LETTERS)

1.Name:	IC No:	Nationality:
.....		
Designation:	Email:	Mobile No.:
.....		
2.Name:	IC No:	Nationality:
.....		
Designation:	Email:	Mobile No.:
.....		

*(if space is insufficient, please attach a separate list)***Disclaimer**

Registration is on a first-come first-served basis. All cancellations must be made in writing. There will be no charge for cancellation received 7 or more working days before the start of the webinar. **Cancellation received 5 working days** before the start of the webinar is **subject to a cancellation fee of 50%** of the webinar fees. **Cancellation received 3 working days and below** before the start of the webinar is **subject to a cancellation fee of 100%** of the webinar fees. **If the participant fails to attend the programme, the full webinar fees are payable.** However, replacement can be accepted at no additional cost. The FMM Institute reserves the right to change the speaker, reschedule or cancel the webinar and all efforts will be taken to inform participants of the changes.

We hereby confirmed that (please tick accordingly):

☐ We will be claiming under **HRD CORP CLAIMABLE COURSES** and full payment would made to FMM Institute in the event that no disbursement from HRD Corp under any circumstances.

☐ I (self-sponsor) / We will **NOT BE CLAIMING** under **HRD CORP CLAIMABLE**. Payment will be made to the account payee **FMM Institute** by cheque or bank transfer to **Maybank Account No. 501280056601**.

Tin No. : C10626805080**BRO No. : 475427-W****SST No. : W10-1901-32000105****Submitted by:**

Name: **Email:**

Designation: **Tel No:** **Moblie No:**

Company: **Address:**

Tin No. : (Company Tax Number) **Business Registration No. (New/Old)** **SST No (If Applicable):**

Company Stamp & Signature: **Date:**