SARS eFiling payments with HSBC Bank Online Banking (HSBCnet)

This document is created to assist the capturer and authoriser to make a SARS eFiling payment. It assumes that you can find your way around eFiling and can access the screens below, the process is similar for Business customers. A SARS eFiling transaction needs to be authorised in line with your signature limits set up at account level.

The following steps will apply:

1. The banking details is completed on SARS eFiling
2. Capture the relevant HSBC banking details on SARS eFiling using the following details:

   https://www.sars.gov.za/ClientSegments/Individuals/How-Pay/Pages/Discontinuation-of-Debit-Pull-Transactions-on-eFiling.aspx

Banking Information

Payments can be made from a banking account of your choice, by:

- **Credit Push** – Payment transactions that are initiated on the eFiling site and presented to the Banking product as bill presentation – payment request. Only once the user has logged into the banking product and authorised the payment request is the transaction regarded as an effective payment. Credit Push transactions are assumed to be irrevocable.

- **Authorised Debit Pull –** This option is used for verification purposes only. You will not be able to initiate a payment from eFiling using this method.

This is a description of your bank account

|	
Account Name	**HSBC Customer (Ptv) Ltd**
Credit Push	**HSBC**
Account Number	**121XXXXXX001**
HSBCnet ID	**ZA121333555888**
User Number	**ZAHBEU**

Save   Back   Delete

3. The account number is your 12 digit HSBC Bank plc – Johannesburg Branch account.
4. Select HSBC from the drop down in the Credit Push field
5. Your HSBCnet ID is your last 11 characters of your eChannel profile ID
   e.g ZA121XXXXXXXX   (all alpha characters in capital letters)
6. Your user number is the first 6 characters of your eChannel profile ID
   e.g. ZAHBEU   (all alpha characters in capital letters)

To release a payment made on the SARS eFiling website from HSBC Online Banking (HSBCnet):

7. Sign onto HSBC's Online Banking as per normal Screen print below
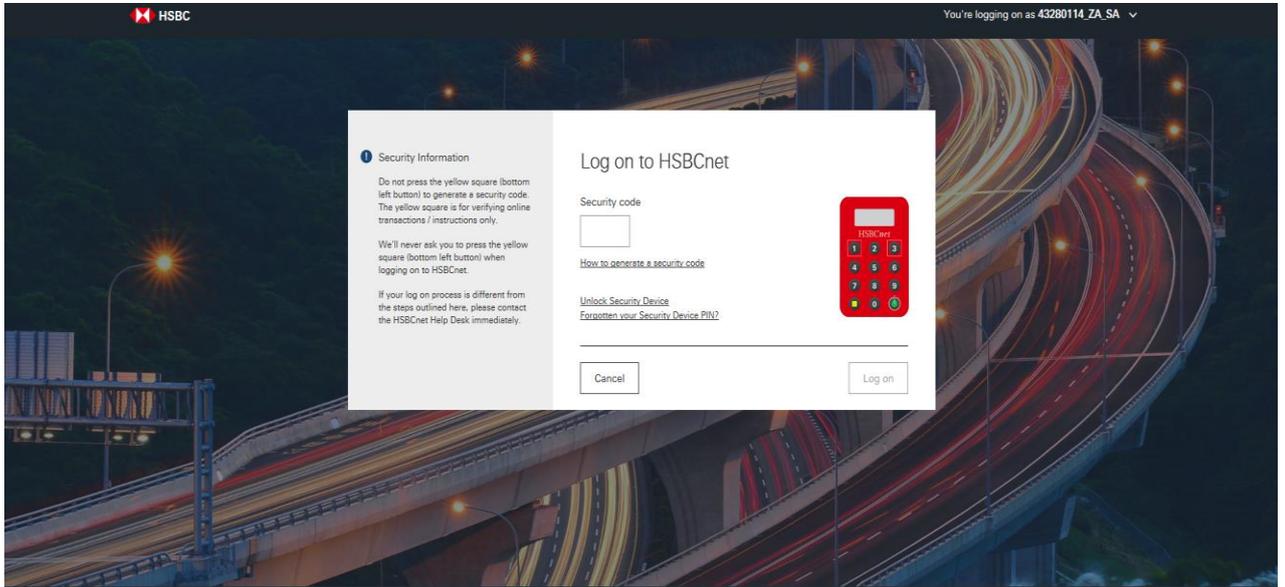
8. Click on the Menu tool to access the drop down navigation bar. Click the Payments and transfers. On the right navigation screen, click on the Authorisation summary tool
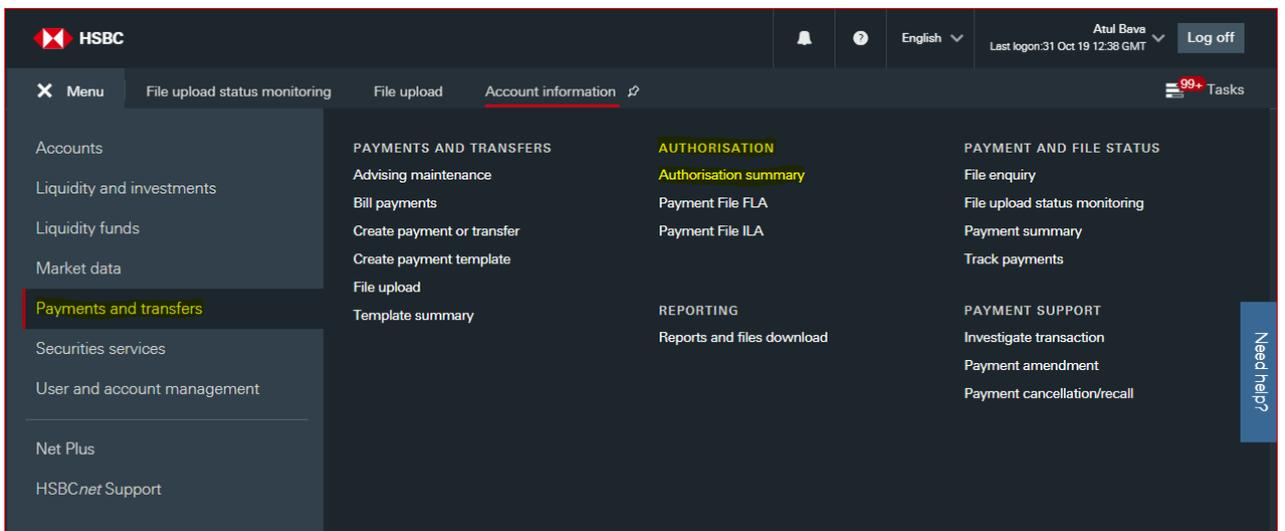
9. As you need to authorise the payments for the first time since this log in session, the system will want you to log in with the security device once.
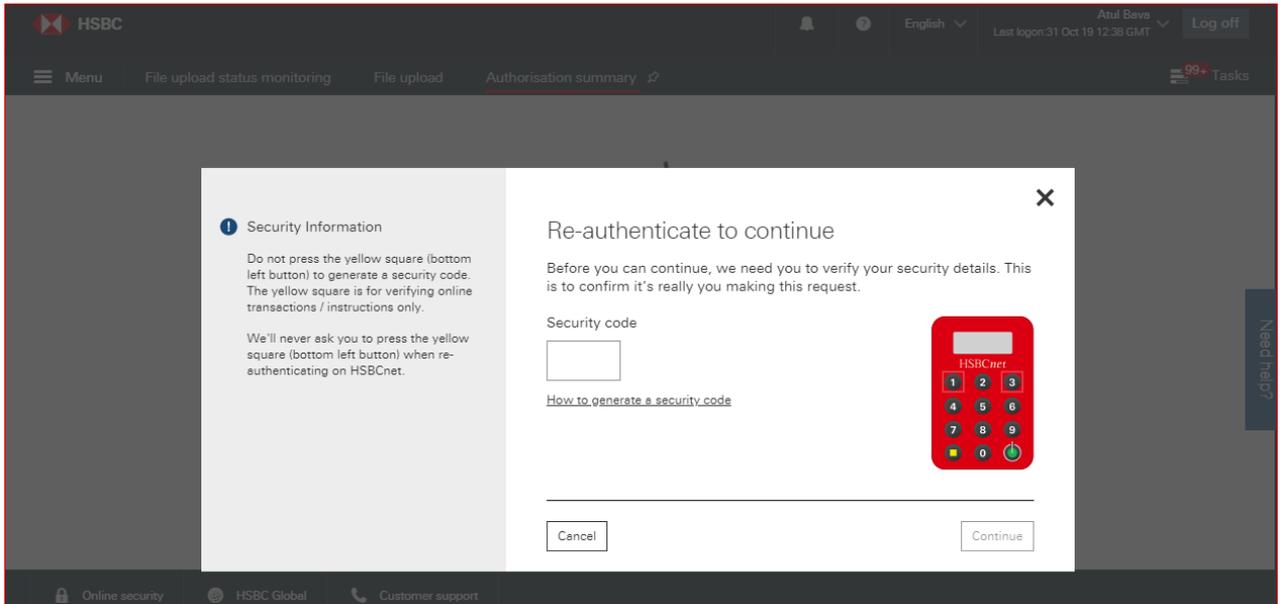
- ''Go to'' Authorisation Summary
- Your eFiling transaction is waiting for approval under Tax Payment

10. Click on the word Tax Payment.

In the new screen, a summary will appear of the tax payments pending approval.

11. Click on the amount which will provide more information of the tax payment, such as the value date, the amount and the tax reference number which will match the SARS eFiling system.

12. The approver will click on the Authorise button. Thereafter the below confirmation will be provided which has the unique HSBCnet transaction reference number and the new status which is "Pending 2nd Authorisation". The instruction must be approved by a 2nd approver.
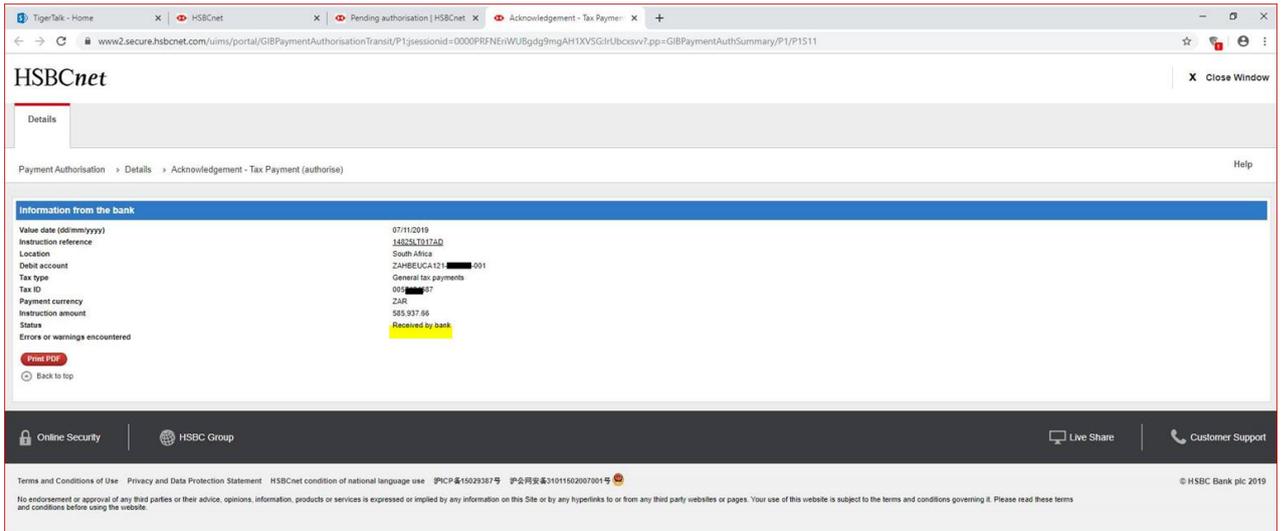

13. The 2nd approver will log into the system and approve the tax payment by accessing the Authorisation Summary as described in points 8,9,10 and 11. The confirmation will be "Received by Bank"

This instruction will be processed by the banking system and the debit entry will reflect on the account statement.

14. Tax Payment Rejection process

Tax payments submitted through SARS eFiling cannot be amended. The only option allowed is Authorise or Reject.

- The approver logs into HSBCnet, access the Authorisation Summary module, log in with the security device. Access the Tax payment, click on the red action arrow and select "Reject" from the menu.

In the next screen, click and confirm. The acknowledgement screen will provide the new status as "Pending Authorisation".
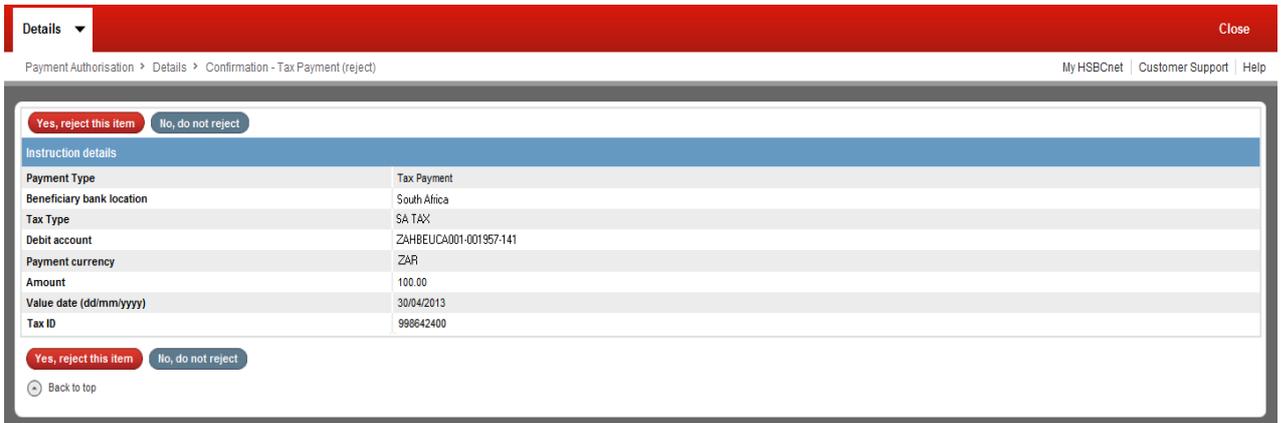
- A second approver will need to authorise the rejected Tax payment. The approver will log in as normal, access the Authorisation Summary, log in once more with the security device.

HSBC*net*

Information from the bank

Value date (dd/mm/yyyy)	30/04/2013
Instruction reference	01113R3000J2
Location	South Africa
Debit account	ZAHBEUCA001-001957-141
Tax type	SA TAX
Tax ID	998642400
Payment currency	ZAR
Instruction amount	100.00
Status	Pending authorisation
Errors or warnings encountered	

Accept   **Decline**

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- Locate the Tax payment and approve the Rejection, where the new status will be "Rejected by Customer".
- A new Tax payment instruction will need to be submitted on SARS eFiling.