

Annex

(A) Receiving the CPF Contribution Alert via email

Members can view the wages declared by their employer, their CPF contributions credited and a breakdown of their employee's share of CPF contributions after entering unique information only known to them. The CPF Contribution Alert email will end with "@inform.cpf.gov.sg".

The information can be viewed via a web browser or through the CPF Mobile app.

The screenshot shows the top navigation bar of the Central Provident Fund Board website. The logo is on the left, followed by links for 'Who We Are', 'Tools And Services', and 'Infohub'. On the right, there are 'Login' and search icons. The main content area displays a CPF contribution alert for September 2022, including the member ID SXXXX012J, the employer ABC COMPANY PTE LTD, and a table of wages and contributions. A light blue box contains explanatory text and footnotes regarding the Employment Act and wage classifications.

SXXXX012J

Your CPF contributions for September 2022 have been credited on 30 September 2022

Employer : ABC COMPANY PTE LTD

Wages for September 2022 declared by your employer

Ordinary Wages ¹	: \$3,340.54
Additional Wages ²	: \$0.00

Corresponding CPF contributions credited and employee's share of CPF contributions

Total Amount Contributed	: \$1,236.00
Employee's Share ³	: \$668.00

The Employment Act⁴ requires your employer to provide you with an itemised pay slip. Some examples of itemised wages include basic salary, overtime pay, bonus, allowance, commission, and cash incentives. You should verify the wages and CPF paid as declared above by your employer against your pay slip.

If there are any discrepancies or if you have any clarifications, please approach your supervisor or company's HR immediately so that any error can be rectified early while documentary evidence is fresh. If there is an error, your employer is expected to self-rectify immediately. If your employer fails to do so, please lodge a report by calling the WorkRight Hotline at 1800-221-9922 or email workright@mom.gov.sg.

¹Ordinary Wages are due or granted wholly or exclusively in respect of an employee's employment during that month and are payable by 14th of the following month. The Ordinary Wage ceiling limits the amount of Ordinary Wages that attract CPF contributions in a calendar month. The Ordinary Wage ceiling is capped at \$6,000 currently. An example of Ordinary Wage is monthly salary.

²Any wages which are not classified as Ordinary Wages are Additional Wages for the month. Different ceiling applies to Additional Wages. An example of Additional Wage is performance bonus.

³The breakdown of employee's share is computed by applying the applicable CPF contribution rate to the total CPF contributions made by your employer. This is only indicative due to rounding of CPF contributions.

⁴Although public sector employees are not covered by the Employment Act, they are also issued an itemised pay slip.

(B) Receiving the CPF Contribution Alert via push notification

Members can click on the notification banner to view the CPF Contribution Alert after logging in with their Singpass.

