



CNP – STATEMENT OF FINANCIAL TRANSACTIONS

Prepared by Mauritius Network Services Ltd

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Private & Confidential

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INTRODUCTION

By virtue of section 123D(2) of the Income Tax Act, the MRA requests banks and non-bank deposit taking institutions to provide an Annual Statement of Financial Transactions in cases, where a transaction made by an individual, a societe or a succession exceeds MUR 500,000 or if the aggregate amount of deposit in an income year exceeds MUR 4 Million; Or by a person, other than an individual, a societe or a succession exceeds MUR 1000,000 or if the aggregate amount of deposit in an income year exceeds MUR 8 Million.

ACCESS TO STATEMENT OF FINANCIAL TRANSACTIONS

The System Administrator will have to give access to General users who are allowed to create and update Statement of Financial Transactions.

Users will be able to create/update for companies which they have access.

Menu item is available under Messaging/ Statement of Financial Transactions.

STATEMENT OF FINANCIAL TRANSACTIONS MENU

Menu item is found under Messaging/ Statement of Financial Transactions.

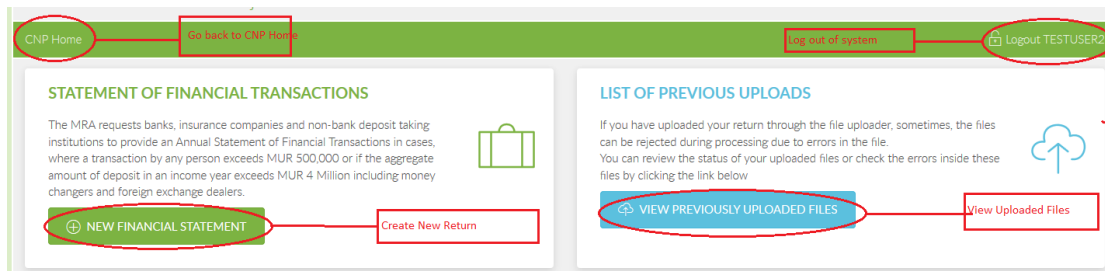


NAVIGATION BUTTONS

On clicking on Return of Statement of Financial Transactions, system will display form as below.

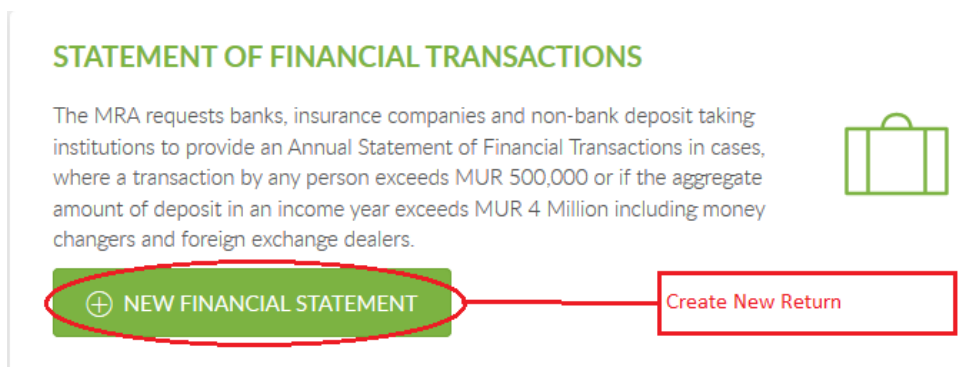
Buttons:-

1. CNP Home – Go back to CNP menu
2. Logout – Log out of the system
3. New Return – Create a New Return
4. View Previously Uploaded Files




Create a New Statement

Click on the New Financial Statement button to create a New Statement.




The below Menu will be displayed whereby the institution and income year have to be selected from the drop down lists.

SELECT INSTITUTION AND INCOME YEAR✕



First select the institution for which you wish to make a financial statement*

Nothing selected ▾




Next select the tax year for which you wish to make the financial statement*

Nothing selected ▾


→ Next

After selecting both institution and year click on Next to proceed. You will be prompted either to file return manually or Upload a csv file.

SELECT WAY TO SUBMIT YOUR FINANCIAL STATEMENT✕



Fill financial statement
online



Upload financial statement
online

Filing Statement Manually

Click on Fill financial statement online. Below menu is displayed whereby declarant and account holder details have to be input. All fields marked with asterisk (*) are mandatory. After completing each section click on next to proceed.

RETURN OF FINANCIAL STATEMENT ✕

The MRA requests banks, insurance companies and non-bank deposit taking institutions to provide an Annual Statement of Financial Transactions in cases, where a transaction by any person exceeds MUR 500,000 or if the aggregate amount of deposit in an income year exceeds MUR 4 Million including money changers and foreign exchange dealers.

📁 BANK OR NON-BANK DEPOSIT TAKING INSTITUTION DETAILS ▼

🔗 DECLARANT DETAILS ▲

Full name* ← Capacity in which acting Email* ←

Telephone no. Mobile no. ←

ⓘ Please provide at least one contact number

← Back
→ Next

🔗 ACCOUNT HOLDER DETAILS ▼

To add a new account, click on Add new account holder button.

RETURN OF FINANCIAL STATEMENT ✕

The MRA requests banks, insurance companies and non-bank deposit taking institutions to provide an Annual Statement of Financial Transactions in cases, where a transaction by any person exceeds MUR 500,000 or if the aggregate amount of deposit in an income year exceeds MUR 4 Million including money changers and foreign exchange dealers.

📁 BANK OR NON-BANK DEPOSIT TAKING INSTITUTION DETAILS ▼

🔗 DECLARANT DETAILS ▼

🔗 ACCOUNT HOLDER DETAILS ▲

+ Add a new account holder

Export to: CSV PDF Search:

Name	Joint?	Account No.	Total deposits (MUR)	Balance (MUR)	Action
No data available in table					

Input all the mandatory fields marked with asterisk (*) and click on Save Account holder to save.

ADD/EDIT ACCOUNT HOLDER



ACCOUNT HOLDER DETAILS

Surname/Company Name*



Other name

Nationality*



Nothing selected

NID

BRN

Passport No.



Please provide at least one identification number for the 3 fields above

Joint account? *



Yes No

Account number*



Total deposits (MUR)*



Balance as at 30 June (MUR)*



Cancel

Save Account Holder

After having input all the required info, system will allowed to send the return. Click on send button to send the return.

[Add a new account holder](#)


Export to: Search:

Name	Joint?	Account No.	Total deposits (MUR)	Balance (MUR)	Action
Kasdant	<input type="button" value="NO"/>	123456789012345	100,000	50,000	<input type="button" value="edit"/> <input type="button" value="delete"/>

Show entries

Showing 1 to 1 of 1 entries

Select the required notification before sending the return.



Sending request

Please select your notification type acknowledgment for:

Delivery notification Receipt notification

After sending the status can be viewed under the list of previous financial statements.

List of previous financial statements



Export to: Search:

Job No	Company Name	Tax Year	Status	Action
2018080600046MNSTESTCO	TEST COMPANY LTD	2018	<input type="button" value="SENT"/>	<input type="button" value="eye"/>
2018080600019MNSTESTCO	TEST GLOBAL COMPANY BARO 4 EUR	2018	<input type="button" value="COMPLETE"/>	<input type="button" value="lock"/>

Click on the Action button to view the entire return.

List of previous financial statements


Export to: Search:

Job No	Company Name	Tax Year	Status	Action
2018080600046MNSTESTCO	TEST COMPANY LTD	2018	SENT	
2018080600019MNSTESTCO	TEST GLOBAL COMPANY BARO 4 EUR	2018	COMPLETE	


Upload a financial Statement.

After selecting the company and year while creating a new return, select the upload financial statement option.

SELECT WAY TO SUBMIT YOUR FINANCIAL STATEMENT ✕




Fill financial statement
online




Upload financial statement
online

Input the email address whereby notification will be sent. Click on next to upload the csv file.


UPLOAD FINANCIAL STATEMENT ✕

 BANK OR NON-BANK DEPOSIT TAKING INSTITUTION DETAILS ▼

 PERSONAL DETAILS ▲


Email (Notifications will be sent to this email)*


Capacity in which acting ←


 FILE UPLOAD ▼

Either drops the csv file under the box or click to upload.
Note that only csv file format is accepted.

UPLOAD FINANCIAL STATEMENT ✕

 BANK OR NON-BANK DEPOSIT TAKING INSTITUTION DETAILS ▼

 PERSONAL DETAILS ▼

 FILE UPLOAD ▲

Drop files here or click to upload

Only csv file format is accepted

← Back

✕ Close

After uploading a message will be displayed and mail sent to the provided email address.



Upload successful


Document: **SFT_CSV_01.csv** uploaded successfully.
You can view your uploaded document shortly in the
uploaded table from the dashboard.

OK

The status of the uploaded file can be viewed under the list of previous uploaded files.

List of previous uploaded files

Search:

Company Name	Document Name	Upload Date	Tax Period	Status	Action
TEST COMPANY LTD	SFT_CSV_01.csv	06/08/2018 17:08:57	2019	PENDING	

After the file has been successfully processed, same could be viewed under list of previous financial statements with status complete.

List of previous financial statements

Export to:

Search:

Job No	Company Name	Tax Year	Status
2018080600019MNSTESTCO	TEST GLOBAL COMPANY BARO 4 EUR	2018	COMPLETE

Show entries

The file can be edited, deleted or sent by clicking on the required action button.



To Edit



To Delete




To Send

Acknowledgement

After MRA has sent the acknowledgement for a specific return, the status will change to Acknowledged.

List of previous returns

Export to: Search:

Job No	Company Id	Company Name	TAN	BRN	Tax Year	Status	Action
2018072600006MNSTESTCO	COMPC	COMPANY C		C16094898	2018	ACKNOWLEDGED	

To view the acknowledged message click on the View Acknowledgement button.



View Acknowledgement.

Searching for a specific Return

List of previous financial statements

Export to: Search:

Job No	Company Name	Tax Year	Status	Action
2018080600046MNSTESTCO	TEST COMPANY LTD	2018	SENT	
2018080600019MNSTESTCO	TEST GLOBAL COMPANY BARO 4 EUR	2018	COMPLETE	
2018080600015MNSTESTCO	TEST GLOBAL COMPANY BARO 4 EUR	2019	INCOMPLETE	 

To search a specific return either input the Job No or Company Name under the Search box.