

Introduction to E-Tax

The screenshot shows the homepage of the Solomon Islands IRD Online Tax System. At the top left is the IRD logo and the text "SOLOMON ISLANDS IRD Online Tax System". A red banner in the top center reads "UAT VERSION 1.0.49.0". On the top right, there are links for "Need help?" and a "Log in" button with a lock icon. Below the header is a blue navigation bar with a "Home" link. The main content area features a large background image of a laptop displaying the tax system interface. The text "Welcome to E-Tax. A better way to file your tax returns." is centered. Below this, there are two options: "New to E-Tax?" with a green "Register now" button, and "Already registered?" with a white "Log in" button with a right-pointing arrow. A small "or" is placed between the two buttons. A downward-pointing arrow icon is centered below the buttons. The text "Getting Started is easy..." is centered below the arrow. At the bottom, there are three circular icons: a checklist, a calendar with an alarm clock, and a laptop with a checkmark. The IRD logo is in the bottom right corner.

ird SOLOMON ISLANDS IRD Online Tax System

UAT VERSION 1.0.49.0

Need help? Log in

Home

Welcome to E-Tax.
A better way to file your tax returns.

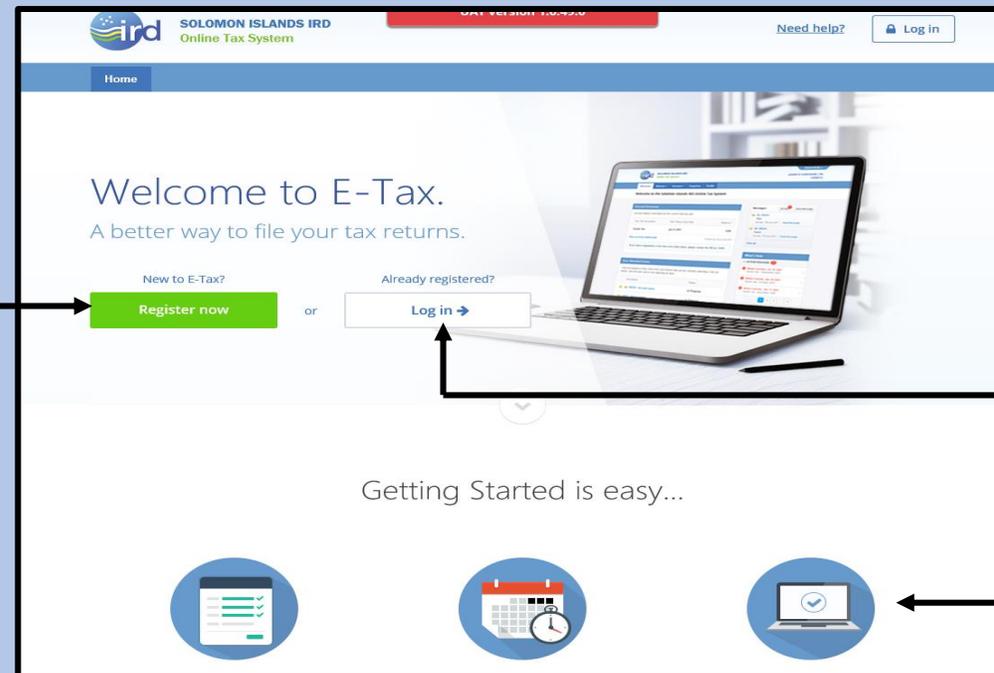
New to E-Tax? Register now or Already registered? Log in →

Getting Started is easy...



How do I access E-Tax?

- There will be a hot button on the IRD website (www.ird.gov.sb) which will take you directly to the E-Tax home, after implementation.
- The direct website address is <https://etax.ird.gov.sb>



Register as a user

Log in, if already registered

Information about E-Tax

How do I register as a user?

1. Click on the “Register Now” button.
2. Enter your full name, business name, email address, contact phone number, user name and Tax Identification Number (TIN).
3. Message: “Submission of registration successful”.

Note: A TIN is required to be an E-Tax user.

The screenshot shows a web browser window with the URL <http://etaxuat/RegisterUser>. The page header includes the Solomon Islands IRD logo, the text "SOLOMON ISLANDS IRD Online Tax System", a red banner for "UAT version 1.0.49.0", and a "Log in" button. Below the header is a "Home" navigation bar. The main content area is titled "Online Account Registration" and contains the following text:

Please enter your full name, email address, desired username and the TIN (Tax Identification Number) of the business you are registering to access through eTax.

After you have submitted your registration, we will contact you to confirm your identity. This may take between 3-5 working days. We take information security seriously and only those authorised to access tax records for that TIN will be registered as a user. Once your registration details have been confirmed you will receive an email with your username and a temporary password.

If you have any queries regarding your registration, please contact our Taxpayer Services Division: 21493 or email info@mof.gov.sb

The registration form is titled "Register Your Details Below" and includes the following fields and instructions:

- Full Name:** * [Text input field]
- Business Name:** * [Text input field]
- Instructions:** If you are registering for a company, please enter your registered company name otherwise tick the box below if your full name is the same as your business name.
 Same as full name
- Email:** * [Text input field]
- Contact Number:** * [Text input field]
- Username:** * [Text input field]
- Instructions:** Your username will be used when you login to your account. Please choose a memorable username that is a minimum of 6 characters that does not contain spaces.
- TIN:** * [Text input field]
- Instructions:** Please enter your Taxpayer Identification Number (TIN)

On the right side, there is a "Help" section with the following text:

If you are having difficulties logging in to your account or need assistance regarding our online services please contact our Taxpayer Services team.

Our helpdesk hours are 8am to 4:30pm Monday to Friday.

Contact information:
Phone: 21493
Email: info@mof.gov.sb

The Windows taskbar at the bottom shows the search bar, taskbar icons for various applications, and the system tray with the date and time: 2:00 PM, 3/09/2018.

Logging on to the system

1. Log on screen – use temporary password for first log in.

2. You'll be prompted to change the password to one you create.

The screenshot shows the login page of the Solomon Islands IRD Online Tax System. The browser address bar shows 'http://etaxuat/login'. The page header includes the IRD logo, 'SOLOMON ISLANDS IRD Online Tax System', and 'UAT version 1.0.49.0'. A 'Log in' button is visible in the top right. The main content area features a 'Welcome' message and a 'Please Login To Continue' section. This section contains a form with 'User name:' (filled with 'davidtansey') and 'Password:' (filled with 8 asterisks). A 'Forgot your password?' link is below the password field, and a green 'Login' button is at the bottom right of the form. To the right of the login form is a 'Help' section with contact information: '21493' and 'info@mof.gov.sb'. The footer contains 'Contact Us | Your Privacy | Help and Advice | Solomon Islands IRD' and '© 2018 Solomon Islands IRD. All rights reserved. Version 1.0.49.0'. The system is powered by 'Dataforque'.

The screenshot shows the account setup page of the Solomon Islands IRD Online Tax System. The browser address bar shows 'http://etaxuat/AccountPasswordExpiry'. The page header includes the IRD logo, 'SOLOMON ISLANDS IRD Online Tax System', 'UAT version 1.0.49.0', and the user's name 'David Tansey' with ID 'SOLOMON SHEET STEEL LTD. 1014556'. A navigation menu includes 'Welcome', 'Returns', 'Account', 'Tracker', 'Objections', and 'Profile'. The main content area features a 'Set Up Your Account (1 of 2)' section with a 'Welcome' message. The message states: 'Thanks for logging in. Please take a few minutes to set up your account by changing your temporary password below and setting your security questions. Please enter your current password and a new password you have chosen twice. Click the Update Password button to confirm the change.' The form contains three password fields: 'Enter your existing password:', 'Enter your new password:', and 'Re-enter your new password:'. A green 'Update Password' button is at the bottom right. A note specifies: 'Your new password must be at least 8 characters. It needs to contain at least 2 numbers'. The footer contains 'Contact Us | Your Privacy | Help and Advice | Solomon Islands IRD' and '© 2018 Solomon Islands IRD. All rights reserved. Version 1.0.49.0'. The system is powered by 'Dataforque'.

- Password must be 8 characters long, including 2 numbers.
- IRD recommends a mixture of upper and lower cases, and symbols.

Welcome screen

Main menu

- Returns
- Account
- Tracker
- Objections
- Profile

Account summary

For each tax type:

- Next return due date
- Balance
DR/CR/0.00

The screenshot shows the Solomon Islands IRD Online Tax System interface. At the top, there is a navigation menu with options: Welcome, Returns, Account, Tracker, Objections, and Profile. Below the menu, a welcome message states: "Welcome to the Solomon Islands IRD Online Tax System".

The 'Account Summary' section displays account balance information for the current financial year. It includes a table with the following data:

Your Tax Account(s)	Next Return Due Date	Balance *
PAYE	17 Sep 2018	402,500.00 DR
Income Tax	1 Apr 2019	0.00
Goods Tax	1 Oct 2018	264,695.96 CR
Sales Tax	1 Oct 2018	0.01 DR
PAYE Reconciliation	31 Jan 2019	0.00

Below the table, there is a link to "View account statements" and a note: "*Correct as at 3 Sep 2018".

The 'Messages' section shows "You have no unread messages." and a "View all" link.

The 'What's New' section features a "What's New" header and two categories: "ACTION REQUIRED" (6 items) and "REMINDERS" (3 items). The "ACTION REQUIRED" items include:

- Payment Overdue - 31 Jan 2018: PAYE Reconciliation - Annual 2017
- Payment Overdue - 30 Jul 2018: Goods Tax - June 2018
- Payment Overdue - 30 Jul 2018: Sales Tax - June 2018

The "REMINDERS" section includes:

- Return to be filed - 17 Sep 2018: PAYE - August 2018

My Access

Manage your access e.g. change password and Security questions

Messages

Communications to/from IRD

What's new

Overdue Payments, etc.

Welcome screen (continued)

The screenshot displays the Solomon Islands IRD welcome screen. On the left, there is a table with two rows: 'Sales Tax' for '1 Oct 2018' with a balance of '0.01 DR', and 'PAYE Reconciliation' for '31 Jan 2019' with a balance of '0.00'. Below this table is a link 'View account statements' with a note '*Correct as at 3 Sep 2018'. A message box below that says 'If you notice irregularities in the total sums listed above, please contact the IRD at: 21493'. Underneath is a section titled 'Your Watched Items' which states 'You have no watched items at the moment.' On the right side, there are two 'Payment Overdue' notifications for '30 Jul 2018' for 'Goods Tax - June 2018' and 'Sales Tax - June 2018'. Below these is a pagination control showing '1' selected. A 'REMINDERS' section with a red '3' icon contains three items: 'Return to be filed - 17 Sep 2018' for 'PAYE - August 2018', 'Return to be filed - 1 Oct 2018' for 'Goods Tax - August 2018', and 'Return to be filed - 1 Oct 2018' for 'Sales Tax - August 2018'. At the bottom right, there is a 'Tools' section with a sub-section 'TEMPLATES' and a link 'Download PAYE Reconciliation Worksheet'. The footer contains 'Contact Us | Your Privacy | Help and Advice | Solomon Islands IRD', '© 2018 Solomon Islands IRD. All rights reserved. Version 1.0.49.0', 'RMS powered by DataTorque', and a 'Display Set' button. The Windows taskbar is visible at the very bottom.

Sales Tax	1 Oct 2018	0.01 DR
PAYE Reconciliation	31 Jan 2019	0.00

[View account statements](#) *Correct as at 3 Sep 2018

If you notice irregularities in the total sums listed above, please contact the IRD at: 21493

Your Watched Items

You have no watched items at the moment.

Payment Overdue - 30 Jul 2018
Goods Tax - June 2018

Payment Overdue - 30 Jul 2018
Sales Tax - June 2018

1 2

REMINDERS 3

- Return to be filed - 17 Sep 2018**
PAYE - August 2018
- Return to be filed - 1 Oct 2018**
Goods Tax - August 2018
- Return to be filed - 1 Oct 2018**
Sales Tax - August 2018

Tools

TEMPLATES

[Download PAYE Reconciliation Worksheet](#)

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RMS powered by DataTorque
Display Set

View account statements

Reminders
Upcoming due dates

Tools
Templates etc.

Returns screen

Screenshot of the Solomon Islands IRD Online Tax System Returns screen. The page shows a navigation menu with 'Returns' selected, a 'Returns List' table for 2018, and an 'Add Return' button. Annotations with arrows point to various elements: 'Drop down menu' points to the 'Returns' menu item; 'Add return' points to the 'Add Return' button; 'Display list' points to the 'Returns List' table; 'View' points to the 'VIEW' column in the table; 'Debts' points to the 'TAX PAYABLE' and 'OWING' columns.

SOLOMON ISLANDS IRD Online Tax System

UAT version 1.0.49.0

Taxpayer name TIN

Welcome Returns Account Tracker Objections Profile

Returns

Returns you have saved or submitted to the Solomon Islands IRD for processing are listed below. Only returns which have not been submitted for processing can be edited.

+ Add Return

Returns List

2018 Returns Tax Type Not Selected Year 2018

VIEW	EDIT	TAX TYPE	YEAR	PERIOD	DUE DATE	RETURN	TAX PAYABLE	OWING
		PROV	2018	October - December	20 Dec 2018	Default Assessment	177,292.29 DR	177,292.29 DR
		PAYE	2018	July	15 Aug 2018	Complete	350,000.00 DR	402,500.00 DR
		PROV	2018	July - September	20 Sep 2018	Default Assessment	177,291.00 DR	177,291.00 DR
		GOODS	2018	June	30 Jul 2018	Complete	954,081.36 DR	130,797.14 DR
		PAYE	2018	June	16 Jul 2018	Complete	162,963.33 DR	0.00 DR
		SALES	2018	June	30 Jul 2018	Complete	8,293.36 DR	0.02 DR
		WITH	2018	June	16 Jul 2018	Complete	1,266.67 DR	0.00 CR
		GOODS	2018	May	2 Jul 2018	Complete	921,178.35 DR	4,510.73 CR
		PAYE	2018	May	15 Jun 2018	Complete	189,548.22 DR	0.00 DR
		SALES	2018	May	2 Jul 2018	Complete	33,796.69 DR	0.01 CR
		WITH	2018	May	15 Jun 2018	Complete	2,133.33 DR	0.00 DR
		WITHNR	2018	May	15 Jun 2018	Complete	41,731.95 DR	0.00 DR
		GOODS	2018	April	30 May 2018	Complete	277,816.40 DR	390,982.37 CR
		PAYE	2018	April	15 May 2018	Complete	181,659.32 DR	0.00 DR
		PROV	2018	April - June	20 Jun 2018	Default Assessment	177,291.00 DR	0.00 DR

Drop down menu

- Returns
- Add Return
- Amend PAYE return

View

Click to view details of each return

Add return

To lodge a new return

Display list

Select Tax Type and Year to refine the list

Debts

For each return:

- Tax payable
- Tax owing

Add a new return

New return details

Select the tax type, year and return period for the new return. An online form will be created for you to complete.

List returns due/overdue

View returns button

File Return - Select Return ... x

David Tansey ▾

SOLOMON ISLANDS IRD
Online Tax System

UAT version 1.0.49.0

Taxpayer name
TIN

Welcome Returns ▾ Account ▾ Tracker Objections Profile

Add Return

Please select the *Tax Type*, *Year* and then select a return period that you would like to enter a return for. An online return form will be created for you to complete.

Need Help?
21493

New Return Details

Tax Type: *

Year: *

Show return periods that are not yet due

PERIOD	DUE DATE	STATUS
You currently have no returns due or overdue.		

Amending returns

Returns drop down menu
Click on “Amend return”

Amend icon

Clicking on this icon allows you to:

- edit that period’s return
- submit an amended return

The screenshot shows the 'Amend PAYE Return' page in the Solomon Islands IRD Online Tax System. The page header includes the IRD logo, 'SOLOMON ISLANDS IRD Online Tax System', 'UAT version 1.0.49.0', and the user name 'David Tansey'. The navigation menu has 'Returns' selected. Below the header, there is a section titled 'Amend PAYE Return' with a description: 'A list of your PAYE returns, that have been submitted this year are displayed below. Clicking on the Amend icon will allow you to edit that periods PAYE Return and submit and amended PAYE return.' Below this is a table titled 'PAYE Returns' with the following data:

AMEND	TAX TYPE	YEAR	PERIOD	TAX PAYABLE
	PAYE	2018	January	147,761.54 DR
	PAYE	2018	February	158,455.00 DR
	PAYE	2018	March	168,069.57 DR
	PAYE	2018	April	181,659.32 DR
	PAYE	2018	May	189,500.22 DR
	PAYE	2018	June	162,963.33 DR
	PAYE	2018	July	350,000.00 DR

Account screen

SOLOMON ISLANDS IRD
Online Tax System

UAT version 1.0.49.0

Taxpayer name
TIN

Welcome Returns **Account** Tracker Objections Profile

Statements

A summary of your account status at Solomon Islands IRD is shown below. Note that your most recent payments will not be included until they have been processed.

Statement List

2018 Accounts Tax Type Not Selected Year 2018

VIEW	TAX TYPE ^	YEAR ^	PERIOD	BALANCE
	Goods Tax	2018	January	0.00 DR
	Goods Tax	2018	February	0.01 CR
	Goods Tax	2018	March	0.00
	Goods Tax	2018	April	390,982.37 CR
	Goods Tax	2018	May	4,510.73 CR
	Goods Tax	2018	June	130,797.14 DR
	PAYE	2018	January	0.00
	PAYE	2018	February	0.00
	PAYE	2018	March	0.00
	PAYE	2018	April	0.00
	PAYE	2018	May	0.00
	PAYE	2018	June	0.00
	PAYE	2018	July	402,500.00 DR
	Provisional Tax	2018	January - March	0.00
	Provisional Tax	2018	April - June	0.00

View
Click to view details of each transaction

Display list
Select Tax Type and Year to refine the list

Payments

Account drop down menu

Click on “Payments”

The display shows:

- tax type
- year
- period
- payment date
- receipt number
- amount

Screenshot of the Solomon Islands IRD Online Tax System interface. The page shows the 'Payments' section, which displays a list of payments for the year 2018. The interface includes a navigation menu with 'Account' selected, a 'Payments' heading, and a 'Payments List' table. The table columns are TAX TYPE, YEAR, PERIOD, PAYMENT DATE, RECEIPT NO, and AMOUNT. The table lists various tax payments such as Goods Tax, Sales Tax, PAYE, and Withholding Tax. Arrows indicate the 'Account' drop-down menu and the 'Payments' heading. Another arrow points to the 'Tax Type' and 'Year' filters above the table, and a final arrow points to the table itself.

TAX TYPE	YEAR	PERIOD	PAYMENT DATE	RECEIPT NO	AMOUNT
Goods Tax	2018	May	8 Aug 2018	7150002	130,797.14
Goods Tax	2018	June	17 Jul 2018	7128453	4,878.72
Sales Tax	2018	June	17 Jul 2018	7128452	8,293.34
Goods Tax	2018	June	17 Jul 2018	7128450	840,205.02
PAYE	2018	June	11 Jul 2018	7127652	161,853.46
PAYE	2018	June	11 Jul 2018	7127646	1,109.87
Withholding Tax	2018	June	3 Jul 2018	7127263	1,266.67
Sales Tax	2018	May	21 Jun 2018	7126767	33,796.70
Goods Tax	2018	May	21 Jun 2018	7126766	7,598.01
Goods Tax	2018	May	21 Jun 2018	7126764	808,341.66
PAYE	2018	May	13 Jun 2018	7125855	1,520.09
PAYE	2018	May	13 Jun 2018	7125853	187,980.13
Provisional Tax	2018	April - June	6 Jun 2018	7125331	177,291.00
Withholding Tax	2018	May	4 Jun 2018	7125147	2,133.33
Withholding Tax (NR)	2018	May	29 May 2018	7124867	41,731.95

Display list
Select Tax Type
and Year to
refine the list

Tracker screen

Filter by

Refine the list by:

- in progress
- unread
- resolved
- watched

Send message

Send a message to IRD

Tracker Solomon Islands IRD x

UAT version 1.0.49.0

David Tansey ▾

SOLOMON ISLANDS IRD
Online Tax System

Taxpayer name
TIN

Welcome Returns ▾ Account ▾ Tracker Objections Profile

Tracker

You are currently viewing the taxpayer's list of enquiries and requests. You may send messages to Solomon Islands IRD for any items currently in progress.

Tracker Items

Send Message

Filter by: In Progress 3 Unread 0 Resolved 0 Watched 0 All 3

	REFERENCE	TAXPAYER NAME	TAXPAYER NUMBER	TAX TYPE	YEAR	PERIOD	MESSAGES	LAST MESSAGE FROM	UPDATED	STATUS
☆	ENQ587 - Other						1		27 Jun 2018	In Progress
☆	ENQ580 - Objection						1		27 Jun 2018	In Progress
☆	ENQ386 - Other						1		3 Apr 2018	In Progress

Messages

Number of messages and who "Last message from"

Status

Status of each item e.g. "In progress"

Objections screen

Conversation history

Each enquiry has a unique ID number

Message history

IRD officer name and date

Message

Includes time stamp

UAT version 1.0.49.0

Taxpayer name
TIN

Welcome Returns Account Tracker **Objections** Profile

Conversation History for ENQ580 - Objection For TIN Taxpayer name
Last Updated Tuesday 26th June 2018 by Lydia Koilolo Lagi

Message History - 1 Message

Lydia Koilolo Lagi (IRD)
Tuesday 26th June 2018

Payment Adjustment done.
Sent to taxpayer at 1:34 p.m.

Reply

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RMS powered by DataTorque

Reply button

For easy message back to IRD

Profile screen

Contact information

It is important that these details are kept up to date.

All details can be changed by the User – except “Business Name”.

ViewTaxpayerProfile ViewTaxpayerProfile Solom... x

SOLOMON ISLANDS IRD
Online Tax System

UAT version 1.0.49.0

Taxpayer name
TIN

Welcome Returns Account Tracker Objections Profile

Profile

Your registered contact information is shown below. It is important that these details are kept up to date so if any information shown below is incorrect or has changed, please update this by clicking Edit and making the changes directly to your account.

You can change any of the details shown below, however you are unable to change your registered name online. If this has changed, please call us on 21493 and we will update your account.

Details marked with indicate your preferred option. Change preferences by clicking details marked .

BUSINESS NAMES

Entity Name	Taxpayer name	<input checked="" type="checkbox"/> Preferred Business Name
-------------	---------------	---

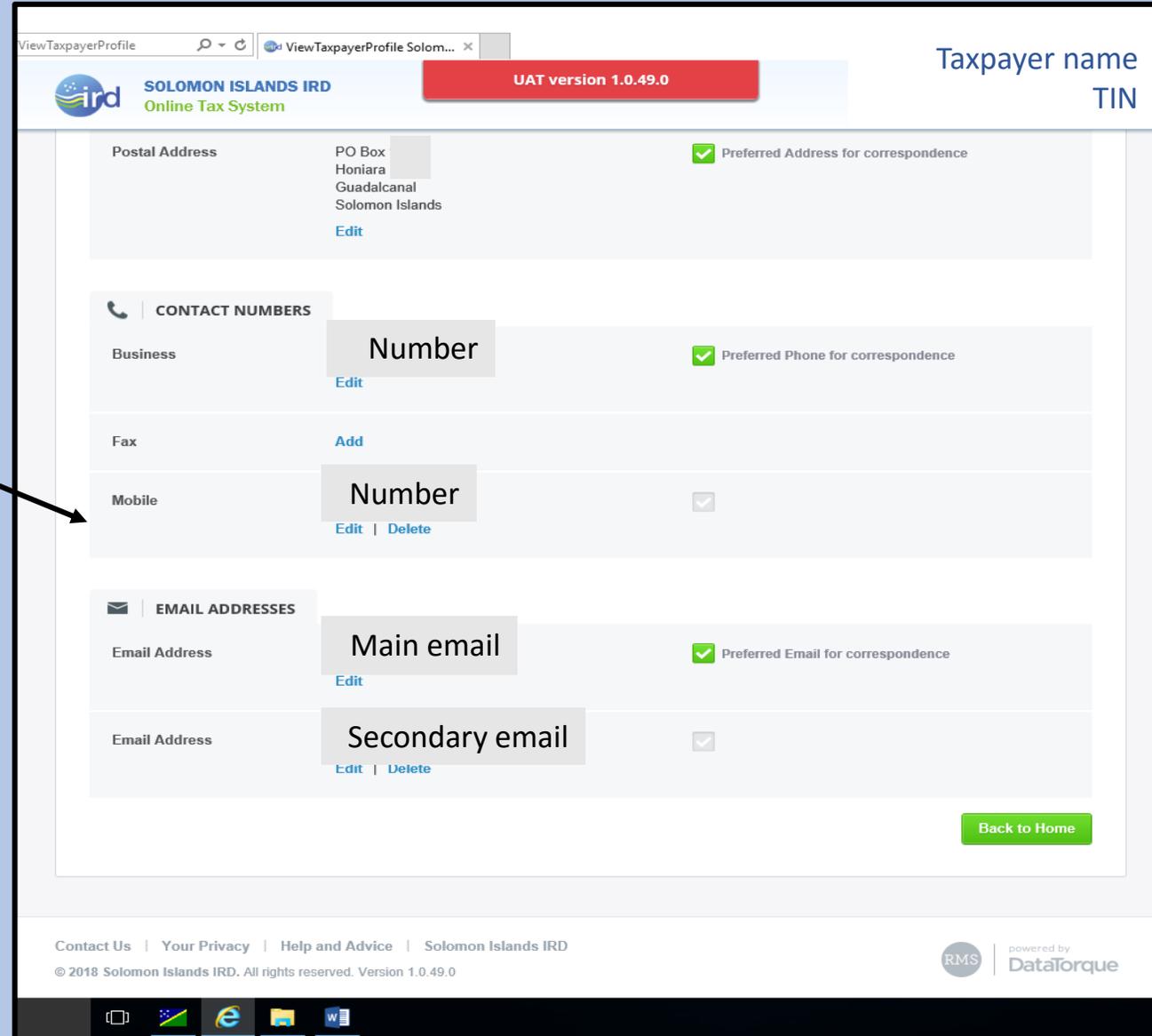
ADDRESS DETAILS

Physical Address	Point Cruz Honiara Guadalcanal Solomon Islands	<input checked="" type="checkbox"/>
	Edit	
Postal Address	PO Box Honiara Guadalcanal Solomon Islands	<input checked="" type="checkbox"/> Preferred Address for correspondence
	Edit	

Profile screen (continued)

Contact information

Please keep physical and postal addresses, phone numbers and email addresses up to date.



The screenshot displays the 'ViewTaxpayerProfile' page for the Solomon Islands IRD Online Tax System. The page is titled 'ViewTaxpayerProfile' and shows the taxpayer's name and TIN. The contact information is organized into sections: Postal Address, CONTACT NUMBERS, and EMAIL ADDRESSES. Each section includes fields for the respective information, a status indicator (e.g., 'Preferred Address for correspondence'), and an 'Edit' button. A 'Back to Home' button is located at the bottom right of the profile section.

Postal Address
PO Box
Honiara
Guadalcanal
Solomon Islands
[Edit](#) Preferred Address for correspondence

CONTACT NUMBERS

Business
Number
[Edit](#) Preferred Phone for correspondence

Fax
[Add](#)

Mobile
Number
[Edit](#) | [Delete](#)

EMAIL ADDRESSES

Email Address
Main email
[Edit](#) Preferred Email for correspondence

Email Address
Secondary email
[Edit](#) | [Delete](#)

[Back to Home](#)

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RMS powered by DataForque

Payments

- To pay your tax online, the system will produce a payment ID number for each assessment.



- If you are a customer of one of three major banks (ANZ, BSP or POB) the system will link you to the bank's website.

Ongoing information (during E-Tax rollout) and E-Tax Help Desk function

IRD Taxpayer Education Unit:

 21493

 PO Box G9 Honiara

 info@mof.gov.sb

 Enquiries, IRD Office, Government Buildings, Honiara
8am to 12.00pm, 1.00pm to 4.30pm Monday to Friday