

Preliminary Release Notes

10-17 February 2023



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Features and Enhancements

Audit Trail | Icon moved to improve visibility

Ticket ID

48520

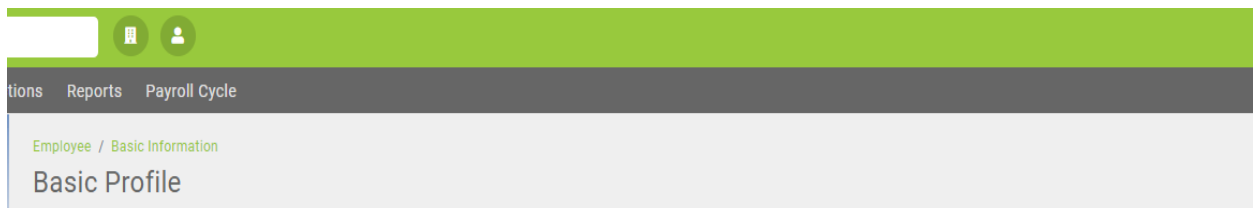
State

Testing

Description

The Audit Trail icon has been moved on all NextGen screens and is now located in the top right corner of each screen.

Previously it was located on the top banner:



New location on each screen:



Custom forms | Ability to hide custom form for selected security roles

Ticket ID

46489

State

Testing

Description

A new field has been added to Custom Form Configuration screen that allows users to hide a custom form for specific security roles.

Config / Basic Settings / Custom Screens & Fields

Company Custom Form Configuration

Categories Fields

Category name ↑	Category code	Form type	Company level
Q	Q	(All) ▾	(All) ▾ (AI

Category Name: *

Category Code: *

Company Level:

Employee Level:

- All existing security roles will show in dropdown
- Multiple security roles can be selected.

Employee Position and Job Management | Company Settings enhancements

Ticket ID

44540

State

Merged

Description

Enhancements made on Company Settings screen for Job Management and Positions.

Setting labeled 'Employee Position / Region' under the Mandatory section has been enhanced and renamed to 'Employee Position & Job Management / Region'. If this company setting is activated, Region field will be mandatory on Employee Position as well as on Job Management screen.

Mandatory Fields	
▶ Employee Position / Directly Reports to Person	<input type="checkbox"/>
▶ Employee Basic Profile / Marital Status	<input type="checkbox"/>
▶ Employee Pay Rate / Pay Rate Currency	<input type="checkbox"/>
▶ Employee Pay Rate / Reason	<input type="checkbox"/>
▶ Employee Position & Job Management / Region	<input type="checkbox"/>
▶ Employee Position / Category	<input type="checkbox"/>
▶ Employee Position / Override Grade	<input type="checkbox"/>
▶ Employee Position / Pay Point	<input type="checkbox"/>
▶ Employee Position / Sub Category	<input type="checkbox"/>
▶ Employee Recurring / Medical Aid Reference Number(Applicable to NextGen only)	<input type="checkbox"/>
▶ Employee Tax Profile / Custom Date 1	<input type="checkbox"/>
▶ Employee Tax Profile / Custom Date 2	<input type="checkbox"/>
▶ Job Management / Employment Status	<input type="checkbox"/>
▶ Job Management / GL	<input type="checkbox"/>

Company setting labelled 'Job Management / GL' has also been added under Mandatory Fields section. This will allow the user to flag if the GL indicator on the Job Management screen is mandatory or not.

Improve UX on date fields

Ticket ID

42422

State

Ready for testing

Description

A user experience improvement has been made on date fields.

The user can now click on the date and type the full date using their keyboard i.e. `yyyymmdd`. The system will automatically format the date with the forward slash operators `"yyyy/mm/dd"`.

Job Management | Multiple Start and End dates

Ticket ID

46198

State

Ready for testing

Description

An enhancement has been made on Job Management on the Budget Related tab.

When the tick is selected to allow multiple start and end dates for forecasting purposes, the user will now be able to save the latest record without an end date.

Job Management

Job Info
Budget Related
Budget Costs

Budget Related

planned job title:	<input type="text"/>
planned job grade:	<input type="text"/>
override employee name:	<input type="checkbox"/>
emp first name:	vacant job
emp last name:	<input type="text"/>
abolished date:	<input type="text"/> clear
do not apply increase:	<input type="checkbox"/>
copy (enter how many jobs to be added):	<input type="text"/> <input type="button" value="Copy"/>

Please note - The following dates determine the period that the costs and headcounts are applicable for reporting

define multiple start and end dates for the job:

start date:	<input type="text" value="01 Nov 2022"/>	end date:	<input type="text"/>
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Start Date	End Date
01 Mar 2020	30 Jun 2020
01 Feb 2019	30 Aug 2019
01 Nov 2022	

Standard payslip | ID number masked on non-confidential header

Ticket ID

49661

State

Testing

Description

Due to protection of personal information an enhancement was made on the non-confidential header of the standard payslip.

Depending on identification type, the first 7 digits of the 'Identity No' or 'Work Permit/Passport No' field will now be masked.

		106 Valley Avenue Sandown Sandton, 0158	
First Names : test	Last Name : test	Identity No.: *****172082	Project :
Pay Point :	Cost Centre :	Empl. No. : test	Region :
		Pref. Name :	
<hr/> <small>Confidential Payslip Fold Line</small>			

		106 Valley Avenue Sandown Sandton, 0158	
First Names : test	Last Name : test	Work Permit / Passport No.: *****395011	Project :
Pay Point :	Cost Centre :	Empl. No. : test	Region :
		Pref. Name :	
<hr/> <small>Confidential Payslip Fold Line</small>			

Legislation and Statutory Reports

Ivory Coast | Formulaire Unique de declaration et de paiement des impots et taxes Update Tax code mapping

Ticket ID

50774

State

Active

Description

The below enhancement has been made to the Monthly Tax report in Ivory Coast:

Report Name: Formulaire Unique de declaration et de paiement des impots et taxes

Changes:

- The ITS sheet has been updated with the tax code mapping for the Contribution Nationale company contribution components tax codes CEER and CNER for locals and expats.
- Refer to the calculation task for more information (release note 49154).

Paymaster Impact:

The report has been updated accordingly.

Ivory Coast | Tax Factor 30 Days

Ticket ID

48099

State

Active

Description

As from January 2023, the annualisation calculation on the system will now be based on, 30 days in the month divided by 360 days in the tax year.

This method will be used in the year-to-date Averaging tax method and in the Non-cumulative tax method. The maximum number of annual days in a year will be capped at 360. The tax factor will only apply to the tax calculation, as Social Security is not prorated.

If an employee joins mid-month or is terminated mid-month, the system will check the Employment date or Termination date fields.

MTD Non-cumulative Tax Method:

Employee joined on 13 January 2023. From 13 – 31 January, there are 19 days of employment.

The Tax Factor will therefore be: $19 / 30$ for the month = 0.6333333

February's Tax Factor for a full month of employment will be $30/30 = 1$

YTD Average Tax Method:

Employee Joined 13 Jan 2023. From 13 – 31 January, there are 19 days of employment.

Tax Factor will be $19/30$ for the month of Jan = 0.6333333

Feb $30/30 = 1$

YTD Tax Factor $(0.6333333 + 1) = 1.6333333$.

YTD Taxable income x $1.6333333/360$ will be used in the tax table calculation.

To deannualise, the reverse will be applied, whereby the annualised remuneration is divided by 1.6333333×360

1.1 A new Leave pay component has been created to cater for additional days which are considered as 'days worked' whilst on annual leave.

Component Details

Component Name: Conges Annuel Pay r (Leave pay - used in tax factor)

Tax Code: OTHEREARN

Calculation: The number of Annual leave days captured will now be included in the tax factor calculation for the month.

Example:

Annual leave days captured = 3

Days employed = 30 days

33 days will be used in the factor.

$33 / 30 = 1.1$ (Tax factor used in the tax calculation)

1.2 A new Note component has been created to record the days employed plus annual leave days used in the tax calculation:

Component Name: Days Employed

Tax code: DAYSWORKED

Calculation: 30 days or the part-month days will be included in the Note component.

Example: Jan = 30

Feb = 30

On 15 March the employee is terminated = 15 employed days

YTD days Employed = 75

Note:

If a customer does not agree with the previous month's Tax Factor calculated, the existing Days Worked component can be edited on the payslip. The overridden value will be used in the tax calculation factor.

If the total employed days for the year exceeds 360, the calculation will be capped at 360.

Access the Calculation Breakdown on Edit Payslip to view the details.

1.3 A new Note component has been created to record the tax factor used in the tax

calculation:

Component Name: Tax Factor

Tax code: TAXFACTOR

Calculation: This includes the monthly factor. In the YTD tax calculation, the YTD accumulated value will be used over 360 days in the tax calculation.

Jan 30/30 = 1

Feb 30/30 = 1

March terminated 15 March 15/30 = 0.500

YTD March = 2.500 (This value will be used in the tax calculation)

Access the Calculation Breakdown on Edit Payslip to view the details.

2.1 A new company setting has been created on the Basic Company Information screen for customers who prefer to use the original calculation factor of 28/30 or 31 calendar days (depending on the month).

Company Setting: Calculate tax using actual calendar days

Paymaster Impact:

- The above changes have been implemented on the system effective 01 January 2023.
- By default, the system will use the 30 day factor in the tax calculation. If a customer wishes to use the old method, the appropriate selection must be made on the Basic Company Information screen.
- The payrolls will not be recalculated.
- If the customer does not wish that the February payroll to be affected by these changes, the payroll must be closed and adjustments made for the next month's payroll. Add the Employed Days note component on Company Payroll Components screen and add adjusted days on the payslip.
- If the January payroll is already closed, two options are available to correct the tax factor for January. ***If this is not done, the incorrect tax calculation will be applied on the February payroll:***
- Create a Post Run for January and recalculate the payroll. The new note components for Days Employed and the Tax Factor, will automatically calculate on the payslip.
- Edit the Days Employed note component on the February payslip and capture the YTD days worked. Example: January days 30 plus February days 30 = 60.

Kenya | Body Type dropdown (Company Car Fringe Benefit)

Ticket ID

49215

State

Active

Description

[NOTE] The following enhancement might affect APIs.

The *Company Car Fringe Benefit* component has been enhanced to display a dropdown list when accessing the *Body Type* field containing the following options:

- Saloon Hatch Backs and Estates
- Pick Ups, Panel Vans Uncovered
- Land Rovers/Cruisers(excludes Range Rovers and vehicles of similar nature)

Background:

Previously, customers had to process this manually which caused the iTax file import to fail, if not processed exactly as per the iTax file specifications.

Paymaster Impact:

- Existing data will remain unchanged.
- Customers should revisit all manual input and link to one of the pre-defined Body Types listed in the new dropdown.

Legislation:

The fringe benefit is determined based on these 3 types:

1. Saloon Hatch Backs and Estates
2. Pick Ups, Panel Vans Uncovered
3. Land Rovers/Cruisers(excludes Range Rovers and vehicles of similar nature)

*Note that if typed incorrectly the CSV file will fail to import.

Nigeria | National Health Scheme NHISEE Allowable Corrections

Ticket ID

50922

State

Active

Description

The following enhancement has been made to the National Health Scheme Employee deduction components in Nigeria:

Change:

The NHIF Employee Advised (NHISEE), NHIS Employee Risk Contribution (NHISEE) and NHIS Employee Saving Contribution (NHISEE) Employee Deduction components are now an allowable in the tax calculation.

Paymaster Impact:

The tax calculation has been updated accordingly.

Customers will see a decrease in the employee PIT calculated on the system.

Legislation:

The Sixth Schedule paragraph 2, of the Personal Income Tax Act (PITA) states that the following deductions are exempt from tax:

- (a) National Housing Fund Contribution
- (b) National Health Insurance Scheme
- (c) Life Assurance Premium
- (d) National Pension Scheme
- (e) Gratuities

South Africa | EMP501 ETI Breakdown report enhancement

Ticket ID

50197

State

Active

Description

Enhancements have been made to the EMP501 ETI Breakdown report.

Report Name: EMP501 ETI Breakdown report

Report Description: Provides a breakdown of ETI for all employees contained in the EMP501 file.

Report Changes:

- 1) If an employee is terminated and reinstated with multiple tax records, the ETI take-on data will only reflect against the latest employee record and not duplicate.
- 2) The report will sort per employee code and then per period in the tax year (March to February) as per the Tax file.
- 3) The performance at runtime was validated and enhanced (previously the report was very slow to execute).

Paymaster Impact:

- Customer Action: None

Background:

When employees are terminated and reinstated, which results in multiple records, ETI take-on data done via Bulk Actions was duplicated and reflected against each tax record instead of only the latest one.

South Africa | ETI Period Count override via Costing

Ticket ID

50873

State

Active

Description

The ETI Period Count override functionality has been enhanced to include any ETI Period Count override done via Costing (Bulk Actions) as the highest priority.

Background:

Previously, ETI Period Count overrides done via Costing were not taken into account.

Paymaster Impact:

Going forward, any ETI Period Count overrides done via Costing (Bulk Actions) will be taken into account as the highest priority.

- If an employee is not qualifying, the incentive will still not calculate and the ETI Period Count override via Costing will be taken into account in the next qualifying period (start counting from the override value plus 1).
- If an employee is qualifying, the ETI Period Count override via Costing will affect the incentive calculation.

South Africa | Frequency Consolidation of Tax Submission File

Ticket ID

40899

State

Active

Description

An enhancement has been made to the tax submission process to allow the user to extract all frequencies in one file.

The following new company setting under the General header has been added: "*Run consolidated Year End Tax File (file will include data for all frequencies)*"

If the setting is ticked:

- The file executed from Reports > Tax Certificate run will include all frequencies in one consolidated file
- Any user that has access to that screen in any frequency will be able to execute the consolidated file
- The file will be stored on the history grid in the frequency the user executed the report
- The following message has been added on the Tax Certificate Run screen "*Company setting has been activated for consolidated Year End Tax File, please note that the file will be stored on the frequency that the report was executed on.*"

If the setting is not ticked:

- The file executed from Reports > Tax Certificate run will only include the employees in the frequency the user are executing the report from
- Security will apply as normal
- The following message has been added on the Tax Certificate Run screen "*Company setting is available for consolidated Year End Tax File, please navigate to Company Settings screen to activate if this is required.*"

Paymaster Impact:

None

South Africa | Residential Accommodation Fringe Benefit

Ticket ID

31835

State

Active

Description

Updated Residential Accommodation Fringe Benefit in RSA.

A new Fringe Benefit component was created in September 2021 to cater to the necessary enhancements to the Residential Accommodation calculation.

The original component will be made inactive on 01 March 2023:

- Component Name: Free Or Cheap Accommodation Fringe Benefit
- Payslip Action: Fringe Benefit
- Tax Code: 3805

The enhanced component should be used going forward:

- Component Name: Free Or Cheap Accommodation Fringe Benefit (New)
- Payslip Action: Fringe Benefit
- Tax Code: 3805

Paymaster Impact:

- Remove the component from all employees and add the new component.
- Please refer to Release Note #37515 for more details on the new component.
- Refer to the Tax Alert distributed on 06 October 2021.
- Ensure the component "Employee Rent Deduction" is completed where necessary.

South Africa | UIF Declaration File Name Enhancement

Ticket ID

48189

State

Active

Description

The file name on the UIF Declaration File report has been updated in RSA.

Report Name: UIF Declaration File

Report Description: The actual UIF declaration file that is automatically sent to the UIF department on a monthly basis.

Report File Name Changes:

The file name is comprised of the UIF reference number and the UIF file number (Format: uuuuuuuu.nnn)

- uuuuuuuu represents the UIF reference number
- nnn represents the UIF file number

The uuuuuuuu will return the 'uif reference number' stored on the *Basic Company Information* screen under the *UIF, SDL, Other* tab.

The nnn will return the new custom field that has been added to the Basic Company Information screen named 'latest uif file number'.

- This custom field will be used to determine the next UIF file number.
- Only three numeric characters are allowed in this field.
- Once the 'latest uif file number' field is completed, then the UIF file numbers thereafter will increment with a 001.

Example:

- The UIF reference number is 88888888
- The UIF file number captured is 123
- The first UIF declaration file name will be 88888888.123
- The next UIF declaration file name will be 88888888.124

Paymaster Impact:

- Confirm the 'uif reference number' on the *Basic Company Information* screen under the *UIF, SDL, Other* tab.

- Enter a 'uif file number' on the *Basic Company Information* screen (optional).
- If no 'uif file number' is captured, and the previous file number was 001, then the next number it will increment with 001, resulting in 002.
- If a resubmission is required and the file number should change, then the user can select 'Regenerate File'. Here the file number will increment with 001 based on the current 'latest uif file number'.
- If a resubmission is required and the file number should not change, then the user needs to capture the file number prior the required number as the 'latest uif file number'. In other words, if the file number required is 555, then the customer should capture 554 as the 'latest uif file number'.