

Preliminary Release Notes

19 May 2023



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Features and Enhancements

Screen Conversion | Security | User Profiles

Ticket ID

50150

State

UAT complete

Description

The Company User Profiles screen has been converted to NextGen and includes some handy new usability features.

The new screen also includes a general grid with the following benefits:

- The grid will be sorted by user status, displaying active users first. This makes it easier for users to quickly identify and access the currently active users within the system.
- Users can search and filter the grid, easily locating specific users based on their search criteria. The filter feature (located on the bottom left of the grid) is particularly useful when identifying which users have been given access to modules, i.e. Cloud Analytics or PowerBI.
- Users will also be able to edit records on the grid, enabling them to make necessary changes to user information directly within the grid interface.

Another addition is a new field, "Contact type", that has been introduced to prompt customers to advise us which users within the company should receive specific topical communication from Paymaster. This field will only apply to Company and Employee user types.

Users can be attached to multiple of the following options:

- Contract/MSA Owner
- HR Owner
- Invoice/Billing Owner
- Main Contact
- Payroll Owner

As contact types are updated on the system the status bar on screen will progress until

all 5 contact types have been allocated. Once all 5 contact types have been allocated the status bar will display in green.

User Profile

3 of 5 Required contacts allocated.

In order for us to effectively communicate to our customers, please allocate all Contact Types.

3

Company ▶

First name	Last name	Email
Diane	Adams	dianaadams@mailinator.com
Angel	Fernandez	angelahernandez@mailinator.com
Cloud	Analytics	analytics@mailinator.com
Super	User	superu@mailinator.com
Tiger	Woods	tiger@woods.com
Cristiano	Ronaldo	ronaldoc@mailinator.com
Angela	Hernandez	angelah@mailinator.com
Cloud Room	Finance	financehod@mailinator.com
Cloud Room	Shared Services	cloudroom@mailinator.com
Cloud Room	FD	cloudroomfd@mailinator.com

▼ Create Filter

The password field has been removed when creating new admin users on the system – As soon as a user record with a valid email address has been created the system will automatically send the user an email with a link to complete the user registration.

Please note: Employee users must still register themselves for self service via the login page.

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

South Africa | COIDA Report Enhancements

Ticket ID

53826

State

Testing

Description

The COIDA Breakdown Report has been updated in South Africa.

Report Name: COIDA Report

Report Description: Provides a breakdown of figures to complete the statement of earnings for the Compensation for Occupational Injuries and Diseases Act.

Report Changes:

COIDA Breakdown Report:

Two new columns have been added to the breakdown detail section:

1. Transferred and Terminated
 - If the employee is transferred from one frequency to another frequency, and the 'terminate for statutory reporting' is not selected, then a "No" will return in this column.
 - If the employee is transferred from one frequency to another frequency, and the 'terminate for statutory reporting' is is selected, then a "Yes" will return in this column.
2. Free Food and/or Quarters
 - The year-to-date value for tax code 3805 will return for each employee

Paymaster Impact:

- If the employee is terminated using the normal termination process, then the new 'Transferred and Terminated' column will return as a blank.
- The new 'Transferred and Terminated' column only refers to transfers where the transfer workflow was used and if there is transfer history.

South Africa | Resubmit Tax Certificates for Selected Employees

Ticket ID

46048

State

Active

Description

A new option has been added to the Tax Certificate Run screen to allow and enable users to recreate the certificate numbers and the certificate file only for selected employees.

How does it work?

- The user can choose to generate a resubmission file with new certificate numbers for selected employees within the frequency.
- The employees to be included must be selected to resubmit on the "Tax Certificates and Historical Drill Down" screen (refer to release note #45737)
- These options will only be available once a LIVE run has been generated for **February**.
- If the user opts to generate a resubmission, then they will be prompted to enter a resubmission prefix, which will be used in the certificate number as part of the regeneration process.
- A new live RESUBMISSION file will be available for download, with the new certificate numbers.
- These new certificate numbers will return on the tax certificates in the "Certificate No." field.
- This will update the tax certificate which is downloaded from the employee's "Tax Certificates and Historical Drill Down" screen and the "IRP5 / Lump Sum Certificates" legislative report.
- Refer to release note #453641 for more details on the function for a resubmission for all employees.

Paymaster Impact:

- This function is only available from the 2023 Tax Year.
- Employees who have a 'Final Tax Certificate' will only be included in the resubmission if selected (refer to release note #45364 for more information).
- Multiple resubmissions will be allowed, however, it will be the user's responsibility to capture a new unique "resubmission prefix".

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'.