

Preliminary Release Notes

12 June 2023



Contents:

- Features and Enhancements 3
 - Reports | Classic Report Parameters converted to Nextgen 3
 - Standard payslip | ID number masked on non-confidential header 4
- Legislation and Statutory Reports 5
 - Cameroon | New Annual DIPE Report 5
 - Kenya | NSSF Report enhancements - Return Type 03 7
 - Kenya | P9A Tax Deduction Card enhancement 9
 - South Africa | Resubmit Tax Certificates for Selected Employees 10
 - South Africa | UIF Declaration File Name Enhancement 12
 - Zimbabwe USD | P2 Form enhancement to cater for dual currencies 14

Features and Enhancements

Reports | Classic Report Parameters converted to Nextgen

Ticket ID

53084

State

N/A

Description

The Classic Report Parameters screens have been converted to Nextgen for the following reports:

- Company Car report
- Employee Financial House Payments Report
- Loans Report
- Medical Report
- Savings Report

The Nextgen reports are available on the Standard Reports Tab on the Company Reports screen.

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
Pay Point :

Last Name : test
Cost Centre :

Identity No.: *****172082

Project :

Empl. No. : test

Region :

Pref. Name :

Confidential Payslip Fold Line

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 :

Confidential Payslip Fold Line

Legislation and Statutory Reports

Cameroon | New Annual DIPE Report

Ticket ID

52264

State

UAT complete

Description

A new legislative report has been added to the Cameroon tax country.

Report Name: DIPE Annual

Report Description: The DIPE Annual report - tab C1-NOTE27A . Reporting on IRPP, Credit Foncier du Cameroun (CFC), Local Development Tax, and Radiodiffusion Television Camerounaise (CRTV). Employers are required to submit the Annual DIPE as part of the Statistical and Tax Declaration (DSF). This report will be used to copy and paste information into the Déclaration Stastiuque et de Fiscale (DSF) annual return on the C1-NOTE27A tab. The report should be downloaded in Excel (xlsx).

Report Details:

- This is an annual report, where each month is returned on a separate line.
- All frequencies for the same company are included in the report.
- Values are rounded up/down. No cents are reported.
- Month-to-date values on tax codes returned per column:
 - **IRPP:** PIT and CAC
 - **CFC/S:** FONCEE
 - **CFC/P:** FONCER
 - **FNE:** FNE
 - **TC:** LDT
 - **RAV:** CRTV

Paymaster Impact:

- This is a new report, therefore, it will be available under the Standard reports tab, under the Legislative section. Not under the Standard[Classic] reports tab.
- The report should be downloaded in Excel (xlsx).
- The existing classic report named 'SYSCOHADA' will not be enhanced in the future.
- If there is a financial take-on, the run is included in the MTD values for the month

that the take-on is attached to.

Legislation:

Circular n° 004/MINF/DGI/LRI/L specifying the methods of application of the tax provisions of the Finance Law n° 2022/020 of 27 December 2022, provides for the new procedure to declare the annual employee personal information document (d'Information sur le Personnel Employé - DIPE).

Until 31 December 2022, DIPE was submitted manually on the tax administration portal. From 1 January 2023, the annual DIPE is submitted and attached to the statistical and tax declaration (Déclaration Statistique et Fiscale - DSF) as C1-NOTE 27A.

Kenya | NSSF Report enhancements - Return Type 03

Ticket ID

52345

State

Active

Description

Enhancements have been made to the NSSF Report to cater for contracted-out Tier 2 contributions.

Report Name: NSSF Report

Report Description: Kenya National Social Security Fund Report

Report Changes:

1. A new drop-down has been added to the Report Parameter screen including the following options:
 - Return Type 01
 - Return type 03
1. No changes have been made to *Return Type 01*.
2. *Return Type 03* should be selected to report on all contracted-out Tier 2 contributions.
3. If NSSF Tier 2 has been contracted out on the company or employee level, the new contracted-out Tier 2 components will be excluded from *Return Type 01* and included in *Return Type 03* (please refer to *release note 51757* for more detail).

Background:

Treatment of Tier 2 contributions for employees with an existing pension scheme:

- Employers with occupational schemes and who wish to opt out of Tier 2 contributions are guided to apply to the RBA as stipulated in the NSSF act.
- Consequently, employers are advised to make arrangements to submit their contributions in accordance with the new NSSF Act and reporting requirements.

Legislation:

According to the National Social Security Fund Act 2013:

21. (1) An employer may opt to pay Tier II contributions in respect of its employees into a contracted-out scheme it participates in or opts to establish or participate in.

“contracted-out scheme” means an occupational retirement benefits scheme including an umbrella retirement benefits scheme or an individual retirement benefit scheme

which has been approved and registered by the Authority for purposes of receiving Tier II Contributions and, where applicable, Tier II Fund Credit transfers from the Fund;

According to the Legislative Supplement No. 33:

“Contracted-out employment” means in relation to an employee any period in which—

- (a) the employee is under pensionable age;
- (b) the employer makes minimum payments in respect of his employment to a contracted-out scheme; and
- (c) there is in force a contracting-out certificate issued by the Authority in accordance with these Regulations stating that the employment is contracted-out employment by reference to the scheme.

“Minimum payments” mean an amount equal to the employer’s and employee’s Tier II Contributions which an employer must pay into a contracted-out scheme for the benefit of each employee who is contracted out by reference to that scheme.

Kenya | P9A Tax Deduction Card enhancement

Ticket ID

54538

State

Ready for testing

Description

Enhancements have been made to the Employee Annual Tax Deduction Cards.

Report Name: Employee Annual Tax Deduction Cards

Report Description: P9A Tax Deduction Cards for all employees during the selected Tax Year.

Report Changes:

1. Column E2 (Defined Contribution Retirement Scheme Actual Cont.) will include voluntary contributions towards Pension (Tax code NSSFEEVOL).
2. Going forward, multiple tax records in one tax year due to terminations and reinstatements will be split according to the dates on the Historical Drill Down screen.

Paymaster Impact:

- The split of multiple tax records will affect the download of the *P9A Annual Tax Deduction Card* from the Historical Drill Down screen which will be addressed in an upcoming release (#54907).
- Customers are advised to print the report from the Reports menu until this enhancement is released.

Background:

Previously,

- Column E2 did not include any voluntary contributions towards Pension and,
- Totals were doubling up in the report for employees with multiple tax records in one tax year (no split).

Legislation:

Column E2 should return the actual employee contribution to his/her pension/provident fund. This will include all NSSF contributions (including any voluntary NSSF contributions).

South Africa | Resubmit Tax Certificates for Selected Employees

Ticket ID

46048

State

Testing

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 a **February** submission.
- 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.
- If the user selects "Create Final Tax Certificates for Terminated Employees" then the below warning message will appear:

Warning: Please note: Once the final tax certificate number is created for terminated employees, if a resubmission for all employees is generated, these employees will be included. A resubmission for selected employees will be required if terminated employees should not be included.

- If the user selects "is this a resubmission? Yes - for all employees" or "is this a resubmission? Yes - for selected employees" then the below warning message will appear:

Warning: Please note that a LIVE or Resubmission file has already been generated, and any resubmission will override the current file. Download and save the current file for your record keeping.

Paymaster Impact:

- This function is only available from the 2023 Tax Year.
- Employees who have a 'Final Tax Certificate' will be included in the resubmission (refer to release note #45364 for more information).
- Once a resubmission is generated, the original LIVE file will no longer be available for download.
- Multiple resubmissions will be allowed, however, it will be the user's responsibility to capture a new unique "resubmission prefix".
- If a 'Manual number' is captured on the "Tax Certificates and Historical Drill Down" screen in order to exclude an employee from the tax file, if the "Resubmit" field is also selected, then the employee will be included in the file. The user must deselect the "Resubmit" field.
- If the resubmission file is deleted, the user will need to recreate the LIVE file.

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'.

Zimbabwe USD | P2 Form enhancement to cater for dual currencies

Ticket ID

51032

State

Merged

Description

Enhancements have been made to the P2 form to cater for multi-currency reporting when dual currencies are used on an employee's payslip.

This enhancement is only applicable to **Zimbabwe USD entities**.

Report Name: Form P2

Report Description: Return for the Remittance of PAYE

Report Changes:

The following options have been added to the report parameter screen:

- *report on this bp number:* A drop-down list will display from where the customer can select the relevant BP number (*please refer to release 50865 for more detail*).
- *tick here if you want to view this report in a split currency:* If this field is ticked, Tax codes GROSS, PAYE, and AIDSLEVY will be converted to the selected currency per the correct ratio. If not ticked, financials will not be split per currency.
- *report on this currency:* In a previous release (*release 51326*), customers had been enabled to define their own customised drop-down list to be used as a report filter (e.g. dual currencies used in payroll) which will be the default drop-down next to this field e.g. select if the report should print for all USD input components or all ZWL input components (*please refer to the Paymaster Impact section for more detail*).

Records of Zimbabwe Manpower Development Fund

This environment is not a live environment, it is a backup from 2023/04/08

Parameters

return this report to me in the following format:	Acrobat Reader	
email this report to me in the above format?	<input type="checkbox"/>	
display months for the following tax year:	01/01/2023 - 31/12/2023	+
run the report for the following month:	April 2023	
report on this bp number	ZWL	+
tick here if you want to view this report in a different currency:	<input type="checkbox"/>	
tick here if you want to view this report in a split currency:	<input checked="" type="checkbox"/>	
report on this currency:	USD	+
tick here if you want to view this report based on employees attached to a specific currency:	USD ZWL	

Tax codes GROSS, PAYE, and AIDSLEVY will split per currency ratio based on relevant components linked to specific currencies on the General Ledger screen (please refer to the Paymaster Impact section for more detail)

Paymaster Impact:

Customers should define their own drop-down list including the dual currencies used on payslips as a reporting filter (Config > Basic Settings > Other Dropdowns > Component Group)

Component Group

component group code:

component group description:

Save

Component Group Code	Component Group Description		
USD	USD	Edit	Delete
ZWL	ZWL	Edit	Delete
1			

Customers should then link all relevant components (Tax codes GROSS, PAYE, and AIDSLEVY) to the correct reporting currency on the General Ledger screen (Config > Payroll > General Ledger Parameter)

component group:

--select one--
USD
ZWL

Background:

- The ZIMRA has issued a public notice after the publication of the Finance Act No. 8 of 2022 to inform employers of the creation of forex BP numbers.

- ZIMRA has introduced a separate business partner (BP) number that will be used for the processing of forex returns.
- The forex BP number has 9 digits prefixed by a 3 instead of a 2 for ZWL e.g. 300000001 and will have the same contract accounts that the taxpayer is registered under the ZWL BP number.
- Taxpayers will be expected to submit all the forex returns and make forex tax payments through this new forex BP and the applicable contract account number.
- The ZWL BP number will remain in use for the submission of ZWL returns and the tax payments thereof.
- The Authority has automatically created the forex BP numbers and respective contract accounts for taxpayers with ZWL BP numbers and these will be emailed, by respective Regional Managers, to taxpayers using email addresses already captured in the ZIMRA master data. Taxpayers who do not have a ZWL BP number should follow the normal BP registration process.

Legislation:

The ZIMRA has issued a public notice after the publication of the Finance Act No. 8 of 2022 to inform employers of the creation of forex BP numbers.

Taxpayers will be expected to submit all the forex returns and make forex tax payments through the new forex BP number. The ZWL BP number will remain in use for the submission of ZWL returns and the payments thereof.