

PSDA Technical Workshop

20th March 2017

Agenda

1. Introduction

- Submission Request & Response: High Level Structure.
- Technical Considerations

2. Technical Message Flows

- Payroll Submission
- Batch Payroll Submission
- Payroll Submission Corrections
- Batch Payroll Submission Correction

3. AOB

Submission

Submission

- Works number is the employee identifier from the payroll software perspective
- Management of the employee number is very important – it needs to be consistent.
- It was mentioned that employers might be confused between the terms Payroll ID and Works Number – should be clarified.
- Even though a correction can be submitted at line item level, the general consensus from PSDA was that submissions in general would be for the complete payroll run, even when a correction was being submitted.
- A submission can include a pay date in the future.

Submissions

- Offline submissions – employer will have control of the file, but software providers won't know if the employer has deleted or submitted the wrong file. The software provider needs to know what file was uploaded and if it was edited first.
- Corrections to director's flag – does it need to be corrected from date of error? **To be considered**
- Where wrong PPSN was used – how can this be corrected? **To be considered**
- Change of agent – a new agent will not be able to see what a former agent submitted.
- Examples of all scenarios to be added to slides

Submissions

- It will be possible to correct something in the header
- PSDA have concerns about sequencing of submissions – pay event actions must commence in the correct order.

There are different scenarios involving deletions

- 1) Corrections needed after a deletion
- 2) Only a deletion needed (where employee should not have been on original submission)

File Formats

File Formats

- Preferred approach for all business-to-business processes is to use XML and PSDA had no objection to that.
- PSDA would like the P2C data available for download through ROS screens to be available in CSV format.
- Small employers won't be able to instigate API calls.
- B2B processes will be encouraged
- PSDA requested that a Greenmile Facility would be available for testing purposes as soon as possible.

Polling

Polling

- After submission, the payroll software could begin polling for a response after about 30 seconds and at 30 second intervals until a response is received.
- Totals to include statutory line items, i.e. PAYE, PRSI, USC etc. will be provided after successful submission.
- PSDA requested that a summary be provided for the submission and how it affects the overall pay run (if a correction/deletion)
- In the case of correction/deletion, in addition to the summary, the totals of the complete payroll run (original plus correction/deletion) should be updated.

AOB

Schema to Publish

- Payroll Submission schema
- Acknowledge Submission message
- Validation Error Codes documents
- PSDA requested that an Audit File Template be published – they could build a function into their software to accommodate audits.

Action Log

Action	Owner
Decide on the message size limits and inform PSDA when decision made	Revenue
Include examples on correcting the header in slides	Revenue
Include examples in slides on correcting where an employee should not have been included in submission at all.	Revenue
Send on any other correction scenarios	PSDA
Rules regarding unique identifier fields and where these can be reused in a subsequent payroll run	Revenue
Schema versioning strategy to be defined	Revenue
Software to cater for B2B and user processes (i.e. P2C data downloaded from ROS and uploaded into software.	PSDA

Next Steps

- Summary of discussions to be circulated
- Further feedback via payemodernisation@revenue.ie or PSDA Chairman
- More PSDA workshops planned and Revenue will clarify the points and issues raised following due consideration and involvement from other stakeholders
- Design workshops scheduled with other stakeholders, including Insurance Association, Irish Institute of Taxation, CAI, Employers and Employees
- Ongoing engagement between Revenue and DSP working through impacts and opportunities of PAYE Modernisation, including taxation of benefits and PRSI reporting and collection.