

Release Notes

Enterprise Management HR
RSA, Africa and Middle East
HR U9.0.10

12/07/2018

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1.0 Circulation

Document Revision History

Date	Version	Detail	Author
26/06/2018	Version 1.0	First Draft	Chiovonne Van Graan

1.1 Audience

This document is aimed at all the consultants and business partners that will be implementing and maintaining the EM HR system.

1.2 What's new

The following is included in version 9 patch 10:

- Enhancements to existing reports
- Enhancements to existing functionality

2.0 Reports/Exports Enhancements

2.1 South Africa

2.1.1 Occupational Injuries and Diseases (OID) – Detail and Summary reports

Enhancements were made to the OID detail and summary reports.

The following specific scenarios were enhanced:

- Exporting multiple companies with the same UIF Registration number.
- Service period counts when employed within a month.
- Counts for tax status of the employee changes during the tax year (no broken service periods, but new records).
- Movements between directors and normal employees.
- Exclusion from OID for certain periods in the tax year.
- Terminations and re-appointments within the same month.
- Adjustments after termination.
- Where the employee start date and employee contract date was compared in the report the leading zero of the month was not taken into account. The report adjusted to use leading zeroes in the calculation.

2.1.2 UIF Export

Enhancements have been made to the UIF monthly export.

Access: *Payroll > Statutory exports > UIF export*

Before executing the UIF Export, it is important to update the applicable employment statuses as required on the UIF export in the legal code column on miscellaneous table 359 (Termination reason).

All > Development > Data and parameters > Miscellaneous tables

Miscellaneous tables

Table * Title Dependency table

List of values

	Code	Title	Short title	Code TDS/DNA	Mouvt MO	Code DSN	Legal code
11	BC	Business closed	Bus closed				14
1	AB	Absconded	Absconded				13
109	TF	Transferred	Transferred				12
104	RT	Retrenched	Retrenched				11
75	MC	Misconduct	Misconduct				11
52	EI	Employer insolvency	Emp insolven				08
18	CD	Constructively dismissed	Constr dismi				07
103	RS	Resigned	Resigned				06
50	EC	End of contract	End contract				05
48	DS	Discharged	Discharged				04
83	PS	Pensioned	Pensioned				03
94	RD	Retired	Retired				03
40	DC	Deceased	Deceased				02
78	PA	Passed away	Passed away				02

Code	Title	Legal Code
PA	Passed Away	2
PS	Pensioned	3
DC	Deceased	2
RD	Retired	3
DS	Discharged	4
EC	End of Contract	5
RS	Resigned	6
CD	Constructively Dismissed	7
EI	Employer Insolvency	8
RT	Retrenched	11
MC	Misconduct	11
TF	Transferred	12
AB	Absconded	13
BC	Business Closed	14

Please note that if code DC (Deceased) and RD (Retired) does not exist on miscellaneous table 359, the two lines can be added manually to the table. Any other customized termination reasons which are not stated above, should be linked to the most suitable legal code.

The following specific scenarios were enhanced:

- If a termination for a previous period is processed in the current period, the termination will reflect in the UIF export in the period processed on the payroll (Period end date field on the employment contract is used to determine this). If there is no contribution in the month the termination was processed in, the reason for non-contribution will be “06” – No Income paid for payroll period.

- When a future termination is processed in the current period on the payroll, the employee will only reflect as a termination in the UIF export in the termination month. If the employee does not receive any income for that period, the reason for non-contribution will default to “06” – No Income paid for the payroll period.
- The UIF Export now uses [F:VEP]ENDDAT instead of [F:VEP]PYRDAT as a filter to accommodate for customised pay periods.
- Code 8150 (Total Number of Employee records) was added to the employer record on the export. The total number of employee records must be equal to the number of employee records supplied.
- Code 8160 was amended to specifically use the UIF contact person information as setup under Companies > UIF Contact > E-mail.
- Code 8260 (Date Employed From) was amended to look at the contract start date [CTRDAT] instead of the seniority date for employees with multiple contracts (different chrono numbers).
- If employees have multiple active contracts in one period with different chrono numbers, the employee will be included twice in the file for that period.
- If employees have multiple active contracts in one period with the same chrono number, the latest record will be included in the file.
- An employee will not reflect as a terminated employee in the UIF Export under code 8270 if the final exit tick [XITFNL] is not activated.

2.2 Africa

2.2.1 Malawi P12 Monthly PAYE declaration

The Malawi monthly P12 report has been updated with changes requested by the authority. The following changes were made to the Malawi P12 report:

1. The employer TPIN number ‘block’ has been removed and the full description of TPIN (Taxpayer Identification Number) displays on the report.

Previous:

TPIN	8001236587	Chiovonne Company 1
		Building 1 Street Suburb City 1111

Current:

Taxpayer Identification Number (TPIN)	Employer’s Name and Address
8001236587	Anelle Company 1
	131 Aramist Street Waterkloof Glen Pretoria 0061

2. The following rows were removed from Section C on the report:

- (c) Total,
- (d) Gross emoluments (for 'a' above),
- (e) Gross emoluments on P.A.Y.E (for 'b' above), and
- (f) Total.

Previous:

C. TOTAL PERSONS ENGAGED AND GROSS EMOLUMENTS ON ALL EMPLOYEES				
		Males	Females	Total
a	Total Number Employed	4	4	8
b	Number of employees on P.A.Y.E.	4	3	7
c	Total	8	7	15
		Malawi Kwacha	Malawi Kwacha	Malawi Kwacha
d	Gross emoluments (for "a" above)	5 736 000.00	2 855 005.00	8 591 005.00
e	Gross emoluments on P.A.Y.E (for "b" above)	5 855 500.00	2 885 005.00	8 740 505.00
f	Total	11 591 500.00	5 740 010.00	17 331 510.00

Current:

C. TOTAL PERSONS ENGAGED				
		Males	Females	Total
a	Total Number Employed	10	6	16
b	Number of employees on P.A.Y.E.	9	5	14

3. The Total column in section D does not display the total employee count per income category, but rather the remuneration per income category.

Previous:

D. MONTHLY TOTAL NUMBER OF EMPLOYEES BY INCOME CATEGORY IN MALAWI KWACHA			
Malawi Kwacha (MWK)	Males	Females	Total
	Number	Number	
0 - 30,000	0	1	1
30,001 - 35,000	1	0	1
35,001 - 100,000	0	1	1
100,001 - 500,000	1	0	1
500,001 - 1,000,000	0	1	1
1,000,001 - 2,000,000	1	0	1
2,000,001 - 3,000,000	0	1	1
Over 3,000,000	1	0	1

Current:

D. MONTHLY TOTAL NUMBER OF EMPLOYEES BY INCOME CATEGORY IN MALAWI KWACHA			
Malawi Kwacha (MWK)	Males	Females	Total
	Number	Number	
0 - 30,000	1	1	0,00
30,001 - 35,000	1	0	211,50
35,001 - 100,000	3	1	34 265,00
100,001 - 500,000	4	0	260 575,00
500,001 - 1,000,000	0	1	240 880,00
1,000,001 - 2,000,000	0	1	367 350,00
2,000,001 - 3,000,000	0	2	1 535 432,70
Over 3,000,000	1	0	913 700,00

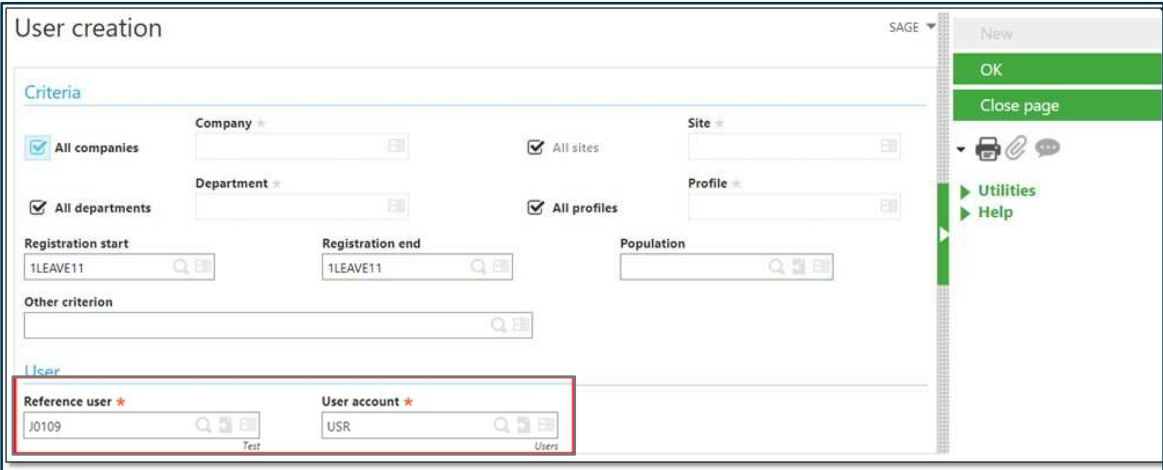
3.0 Existing Functionality Enhancements

3.1 User Creation Function (CREUSR)

We have enhanced the bulk user creation function. This function allows you to create a user directly from the employee screen (Personnel administration > Personnel data forms > Employees > Functions > Users), or in bulk using the User Creation function (Setup > Users > Users) on the setup menu.

Considerations:

- The employee must have an email address entered before the user is created.
- Ensure the reference user has the correct access, the reference users' access will be copied to all users created.
- Ensure User Account is set to USR to ensure user access code is created correctly.



3.2 External Payments (GESEPA)

We have enhanced the External Payments function to cater for transfers with YTD amounts. Previously the user had to enter the third-party payments manually on the new contract with the same chrono number. This enhancement allows all amounts and/or information from the first contract to be transferred to the 'second' contract, given the second contract has the same chrono number.

When a contract is created with the same contract number but with a new contract date, the following changes will take place on the employee's External payments screen:

- The system will change the contract date of the external payment that was linked to the previous contract,
- The external payment record must be active, and
- The system will ignore the contract date when checking payroll values which means that it will include the payments made against the previous contract(s).

3.3 Generation of Registration function (GENINS)

We have enhanced the Generation of Registration (GENINS) function to allow for filtering on Sessions. Previously the Session filter option did not apply any filtering. The session filter will now filter according to the user selection, all filter criteria must be met for the employee to display.

The screenshot shows the 'Registration proposal' form in SAGE. The form is titled 'Registration proposal' and has a 'SAGE' logo in the top right corner. The form is divided into two main sections: 'Criteria' and 'Session'.
Criteria Section:
- 'All training periods' (checked) with a 'Training period *' input field.
- 'All fields' (checked) with a 'Domain *' input field.
- 'All topics' (checked) with a 'Theme *' input field.
- 'All status' (checked) with a 'Status *' input field containing 'Entered'.
- 'All types' (checked) with a 'Training period type *' input field containing 'Short-term training period'.
- 'All programs' (checked) with a 'Program code *' input field.
- 'Request from' and 'Request to' search fields.
Session Section:
- 'Session' field containing 'TEST500002' with a 'Training session TPS' label below it.
- 'Session start from *' field containing '05/22/18'.
- 'To *' field containing '05/23/18'.
Right-hand Sidebar:
- 'New' button.
- 'OK' button.
- 'Close page' button.
- 'Utilities' and 'Help' links.