PSDA Summary Findings

14th February 2018

Agenda

- Online Payroll Administration Screens
- Demo of payroll submission
- "A rose by an other name would smell as sweet"
- Schema Updates
- Employment id rules
- Employee List / PPSN Checker
- PIT Opening
- AOB

Online Payroll Administration Screens

Online Payroll Administration Screens

- RPN Screens will provide for :

  – Requests by file upload (XML or JSON format accepted)

  – Requests via an online form which provides a manual input option
    - The online form screen will support look up requests for all employees and/or specified employees

  – Responses which will be provided in XML, JSON and CSV formats

  – CSV response format which is intended for users without Payroll software

  – Screens for RPN requests for new employees

  – A summary screen following an RPN request that will provide high-level details of the contents of an RPN response (e.g. Number of RPNs returned, not returned and number of validation errors)

Online Payroll Administration Screens

- Payroll Screens will support :

    - Requests by file upload (XML or JSON format accepted)

    - Requests via an online form which provides a manual input option

    - Responses will be provided in XML and JSON formats

    - Two types of response file after a payroll submission
        - An acknowledgment response which contains an acknowledgement number and confirms the payroll submission has been received by Revenue. This response is defined in the 'Payroll Submission' response schema.
        - A final response which provides the payroll submission status, summary, validation errors and warnings. The response is defined in the 'Check Payroll Submission' response schema.

Demo of payroll submission

Demo of payroll submission

- Ruth showed a short video demo of payroll submission

"A rose by an other name would smell as sweet"

Naming Methods

- As part of PAYE Modernisation engagement plan, letter will issue to all employers in April.
- Need to have consistent naming throughout
- Request for suggestions for naming the 3 methods of reporting payroll
- Current suggestions for employers using payroll are:
- Direct payroll reporting
- ROS Payroll file transfers
- Pmod team are open to any other suggestions

Naming Methods

- Current suggestion for employers not using payroll software:

- ROS Online payroll forms

- Any other suggestions welcome

- Need 3 names to be consistent throughout all communication.

Schema Updates

Schema Updates

- Released tranche of technical documentation on 9th February 2018

- Added PRSI Exemption Reason

- Date changed to international format

- RPN - added employment start date as optional field.

- REST/JSON examples, all consistent with latest changes

Schema Updates

- XML/JSON version of payroll scenarios reviewed in previous workshops still to be provided
- A new schema to support Lookup RPN request via the OPA screens will be published as soon as possible
  - It is a 'wrapper' JSON schema that will cater for the request parameters that would normally be provided in the URL when RPN requests are submitted via the webservice channel
  - It is important to note that this schema does not replace the existing Lookup RPN schema which will still need to be used if submitting requests via the webservice channel

Employment ID rules

Employment ID rules

- Employee ID's
- Support on Revenue.ie- Software developers per slides presented
- Also Appendix A of Business Rules p52

Employee List / PPS Number Checker

Employee List / PPS Number Checker

- Michelle talked through the screen flow for the new PPS Number Checker and the List of Employees
- Employee list can be uploaded through ROS
- There will be built in thresholds that will block the upload if it is completely incorrect
- April Letter will notify employer about the employee list
- Change Management plan will include employer visits at local level

Employee List / PPSN Checker

- Will employers be able to upload the list more than once. This is not catered for

- Can Revenue provide the facility through B2B? This is not an option

- Will a test facility be provided? No

- If an employer uses different payroll i.e one outsourced, one in-house, it may cause issues for end users. To be considered

Employee List / PPSN Checker

- PPSN checker. Important that PPSNs are correct.
- PPSN checker will be available through ROS
- If invalid check with employee
- Same matching system that we use when an employee sets up with Revenue through MyAccount
- What is the policy on Married /Maiden names? Which should employer use? Currently no policy, we will receive updates from DEASP but ultimately up to employee to inform us of any change in personal information

Employee List / PPSN Checker

- Can check 10 employees at a time
- Michelle talked through the slide on Queries/Scenarios.

PIT Opening

PIT Opening

- PIT infrastructure is a big change for Revenue internally
- Smoke testing carried out to ensure Revenue software is ready for PIT
- Service Desk tool will be available in early March
- PIT 3 Thursday 29/03/18
- Back end systems that still need to be built
- Request that providers give Pmod team some idea of when they intend to test.

PIT Opening

- How's PIT going to change over time?
- PIT 3 dedicated to Pmod. Frequent releases planned
- Tickets through Service desk will be prioritised

AOB

AOB

- Will Employer statement be made available through web service? No because it is a return

Next meeting – 7th March 2018