

10 May 2017

Valued client

Good day

SALARY REGISTER - 2018, VERSION 0016

All employers, please read further:

*If you are not an employer, you do not need to read further.
This is compulsory reading for all employers.
Only relevant to South African circumstances.
No afrikaans version of this e-mail available.*

Version 0016 of your Salary Register for the 2018 tax year is now available at www.Dropbox.com.

This upgrade includes:

- Bug fixes.
- The "Employment Equity"-sheet, defining the employment equity status of the business.
- The "Attendance Register"-sheet, allowing for an integrated electronic attendance register.
- The "Weekly Payroll"-sheet, for weekly payroll sheets in stead of weekly pay slips.
- Additional navigation to, improved instructions and help files for, and improved error reporting for the above-mentioned "Employment Equity"-, "Attendance Register"- and "Weekly Payroll"-sheets.

How to proceed:

- Refer to the revised Homepage and Help Page for details on the upgrades listed above.
- Start using the "Employment Equity"-sheet, if so required.
- Start using the "Attendance Register"-sheet, if so required.
- Start using the "Weekly Payroll"-sheet, if so required.
- Inspect the revised "Error Report" for any problems, errors and omissions.
- Report all possible bugs on the current Salary Register for 2018 (to myself).
- Make suggestions to improve the current Salary Register for 2018 (to myself).

Did you know?:

- You can now manage and print your employee files, Employment Equity Report, Attendance Register and Weekly Payroll directly from within the Salary Register, allowing for a more integrated payroll system.

Coming soon:

- Recently publicized unemployment insurance fund table amendments for 2018.
- Recently publicized workmen's compensation fund table amendments for 2017.
- Further improved error reporting, avoiding even a wider range of problems, errors and omissions.
- The introduction of the "Remuneration Adjustments"-sheet, being a helpful working paper to assist with upcoming salary and wage increases and future budgets.
- The introduction of the "IRP5 / IT3(a) Certificates"-sheet, allowing employers to generate unofficial IRP5 / IT3(a) certificates prior to having such filed with SARS.
- The introduction of the "UIF Import File"-sheet, allowing for an automated process of exporting the data to UIF uFiling, again allowing for more regular UI19 submissions.
- The introduction of the "Salary Register Import File"-sheet, allowing for a more automated process of transferring data from an earlier Salary Register to the Salary Register of the following tax year.
- Further improved EMP501 import functionality, allowing a more automated process of exporting the data to SARS EasyFile for Employers.
- Further improved monthly and weekly pay slips, allowing for batch printing, and e-mailing to employees.
- Further improved instructions and help files, further improving the user experience.

Available on request (otherwise available 1 March 2018):

- *To be announced.*

We trust that you will find this in order.

Please contact us, should you require any further advice or assistance.

Regards

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