

Accentra Primo Payroll

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I ENHANCEMENTS

I.1 CAR BENEFIT VALIDATION (RP-1045)

Employee record → Car benefit record

The Car Benefit records are now validated with the following rules:

Mandatory Validation

1. Make
2. CO2
3. Fuel Type
4. Value
5. Benefit Cash Equivalent
6. Benefit Available From (Dates allowed: Between the start & end of the current tax year)
7. Benefit Available To (Optional; Dates allowed: Between the start & end of the current tax year)

Conditional Validation:

If Free Fuel Cash Equivalent is provided then Free Fuel Benefit Available From is mandatory. The End Date is optional. Dates allowed are between the start & end date of the current tax year.

I.2 PAYROLL CONTROL REPORT ENHANCEMENTS (RP-782)

Reports → Control Report

The control report can now be sorted by Categories (if created and assigned to the Employees).



I.3 SHOW PENSION DETAILS IN VIEW EMPLOYEES SCREEN (RP-966)

Bureau dashboard → View Employees

The 'View Employee' will also show the AE Pension details (if Signed-up with a Pension Provider or the Pension Provider is selected in the AE Settings). If not, it will just show the Employee details.

Company List

All Clients ▼ All Groups ▼ Search

Page 1 of 34 (299 items)

EMPLOYER ID	DETAILS	EI
594 Active	Primo Payroll Tutorial Ltd Tax Year: 2017; Tax Month: 0; Processing Date: 05/04/2018 Open View Employees Open as Employer Report sets	8
595 Active	Philips Ltd Tax Year: 2017; Tax Week: 38; Processing Date: 27/12/2017 Open View Employees Open as Employer Client Rules	1:
596 Active	Samsung Ltd Tax Year: 2017; Tax Week: 3; Processing Date: 26/04/2017 Open View Employees Open as Employer Client Rules	6
597 Active	Roshe Ltd Tax Year: 2018; Tax Month: 6; Processing Date: 05/10/2018 Open View Employees Open as Employer Client Rules	4
598 Active	Raw Engineering Ltd Tax Year: 2018; Tax Month: 2; Processing Date: 05/06/2018 Open View Employees Open as Employer Client Rules	3

With Pension :

EMPLOYEES

Search list Export to Excel

Pension Provider	Smart Pension	Weekly	2 Weekly	4 Weekly	Monthly
Pension Provider Id		N/A	N/A	N/A	14790
Contribution Submitted Period No		N/A	N/A	N/A	3
Contribution Accepted Period No		N/A	N/A	N/A	3
Contribution Submission End Date		N/A	N/A	N/A	05/07/2018

PAYROLL ID	NAME	PAY FREQUENCY	TAX CODE	TAX BASIS	NI NUMBER	NI CATEGORY	DATE OF BIRTH	DATE OF JOINING
903618	John Samoon	Monthly	1185L	Cumulative		A	12/08/1989	01/01/2018
903619	Jason Farnack	Monthly	1185L	Cumulative		A	12/08/1989	01/01/2017
903620	Jessie Lawrence	Monthly	1185L	Cumulative		A	12/08/1989	01/01/2018

Without Pension

EMPLOYEES

Search list Export to Excel

PAYROLL ID	NAME	PAY FREQUENCY	TAX CODE	TAX BASIS	NI NUMBER	NI CATEGORY	DATE OF BIRTH	DATE OF JOINING
54714	Brenda Magumba	Monthly	1100L	Cumulative		A	11/04/1967	24/01/2011
54715	Bola Owolabi	Monthly	1100L	Cumulative		A	19/06/1963	01/04/2011
54716	Augustus Hamilton	Monthly	1100L	Cumulative		A	04/03/1960	06/04/2011
54717	Yure Monsanto	Monthly	1100L	Cumulative		A	12/06/1964	11/04/2011
54718	Ronnie Malandu	Monthly	1100L	Cumulative		A	15/10/1964	13/05/2011
54719	Andrew Neale	Monthly	1100L	Cumulative		A	31/10/1961	24/06/2011
54720	Roy Southworth	Monthly	1100L	Cumulative		A	18/11/1962	20/07/2011
54721	Barry Barnes	Monthly	1100L	Cumulative		A	30/08/1959	15/08/2011
54722	Ian Mortimore	Monthly	1100L	Cumulative		A	27/12/1966	22/08/2011
54723	Adrian Pritchard	Monthly	1100L	Cumulative		A	20/01/1970	01/09/2011
54724	Sharlot Mahachi	Monthly	1100L	Cumulative		A	20/05/1968	01/09/2011
54725	Mark Carpenter	Monthly	1100L	Cumulative		A	18/02/1976	05/09/2011
54726	Terry Cruse	Monthly	1100L	Cumulative		A	02/09/1954	04/10/2011
54727	Alex Martin	Monthly	1100L	Cumulative		A	27/05/1989	05/10/2011
54728	Peter Parker	Monthly	1100L	Cumulative		A	22/02/1956	10/10/2011

2 CLEANUPS

2.1 DELETING THE CLASSIFICATIONS (RP-1048)

Settings → Classification

Classifications will not be allowed to be deleted, if it has been allocated to any employee.

CLASSIFICATION (3)		
Branch		
CODE	NAME	ACTION
B001	London Branch	
B002	Manchester	
B003	Leeds	
Department		
CODE	NAME	ACTION
D001	Sales	
D002	Purchase	
D003	Accounts	
Job Category		
CODE	NAME	ACTION
J001	Manager	
J002	Supervisor	
J003	Staff	

2.2 EMAIL TEST OPTION (RP-1047)

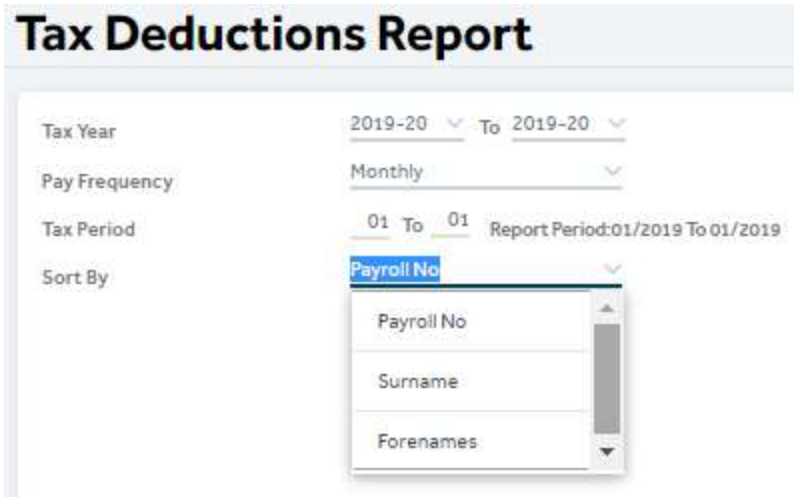
Settings → Email → Email Settings

The Email test settings now has the option to enter the recipient of the Test Email. Before it defaulted to the email id of the contact person in the Payroll settings.

2.3 TAX DEDUCTION REPORT (RP-1041)

Reports → Tax deduction report

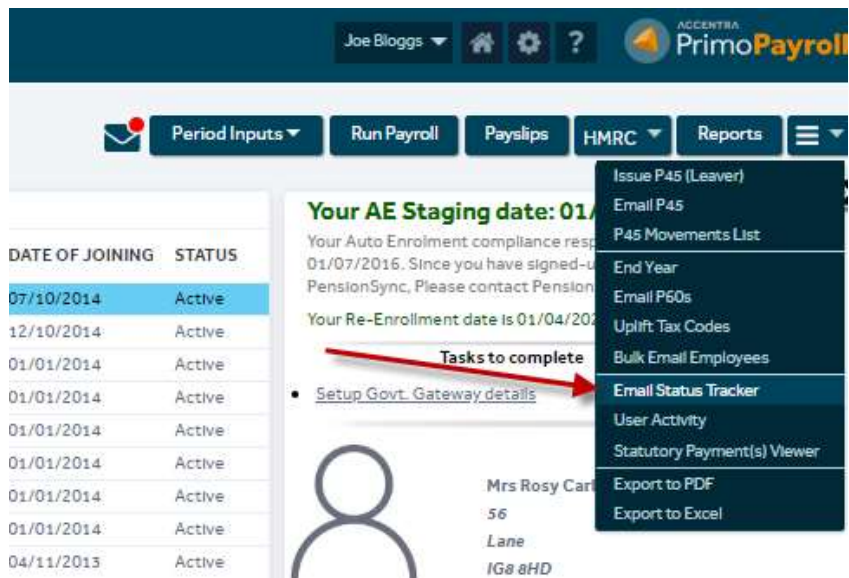
The Tax deduction report now has 3 different sort options.



2.4 RE-SEND EMAIL FROM STATUS TRACKER (RP-1038)

Bureau → Payroll Company Dashboard → Email Status

The Email Status Tracker when used from a bureau user will now use the Bureau Email Template instead of the individual employer template based on the Bureau settings.



2.5 AE PENSION CONTRIBUTION PERCENTAGE VALIDATION (RP-1033)

On saving employee record will now warn the user if the auto enrolment pension contribution percentage is lower than the recommended values for the respective tax year.

3 SUPPORT

We welcome any suggestions for improvement of the software. Please email to the below mentioned email.

Please email support team: Support@accentra.co.uk before you call. This will generate response ticket and allow our team to respond promptly. Always refer your Payroll company ID and contact details in the email.

You can call for any support to

PRIMO Payroll support team

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