Accentra Primo Payroll September 2019 (R1) Release Notes v1.0.333

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Accentra Technologies Limited

Warnford Court 29 Throgmorton Street London, EC2N 2AT

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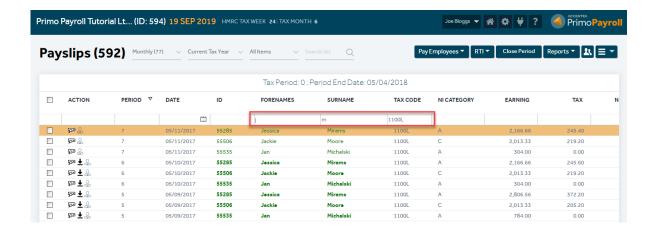
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I ENHANCEMENTS

I.I PII LIST – New functionality

You're now able to search items in the PII list by typing in the box at the top of each column. There is also the option to send out historic payslips if the employer has been set up for client authorisation. The system will validate the authorisation status for the current period only, not when payslips have been queued for any historic periods.

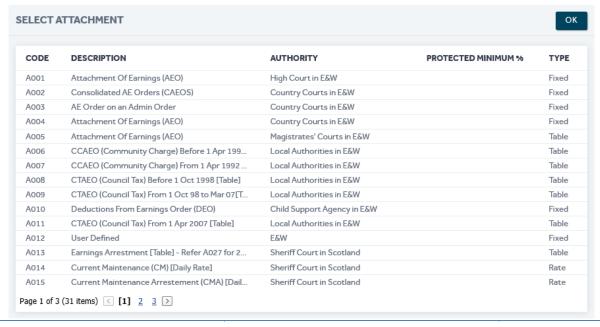
Employees -> Payslips -> Dropdown menu -> Email payslips



I.2 EMPLOYEE RECORD – ATTACHMENT ORDERS

We've added a couple of new columns to the attachment order list when adding a new attachment from the employee's record. You can now see the issuing authority, the protected earnings rate and the type (fixed, variable, or rate), instead of just the code and description.

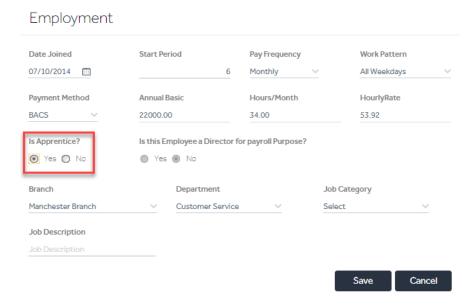
Employees -> Payroll ID -> Attachments -> Add New Attachment



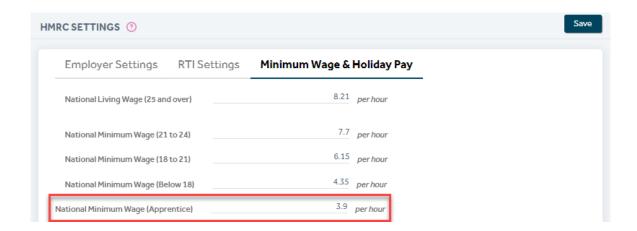
1.3 EMPLOYEE RECORD – APPRENTICES

You can now list an employee as an apprentice and update the relevant apprentice pay rate in settings.

Employees -> Payroll ID -> Employment



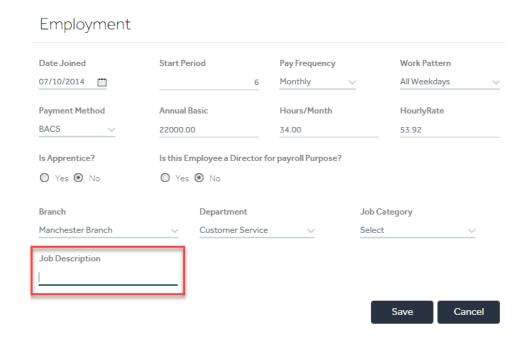
Settings -> Main -> HMRC Settings -> Minimum Wage and Holiday Pay



I.4 EMPLOYEE RECORD – JOB DESCRIPTION

You can now enter an employee's job description in their employee record.

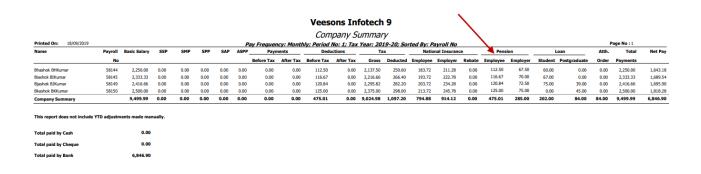
Employees -> Payroll ID -> Employment



1.5 COMPANY SUMMARY REPORT

There are now columns for Employee Pension contributions and Employer Pension contributions in the Company Summary Report.

Employees -> Reports -> Period Reports -> Company Summary



Note: As there have been few design changes on the portal, please press (Ctrl + Shift + R) to update your cache to the latest version when you login to the portal if you're experiencing continuous loading/freezing issues.

SUPPORT

We welcome any suggestions for improvements to the software. Please send an email to the below mentioned email address if you have any feedback or suggestions.

If you are experiencing any issues with the software please email the support team at support@accentra.co.uk before you call. This will generate a support ticket and allow our team to respond promptly. Please include your Payroll company ID and contact details in the email.

Primo Payroll Support Team

Accentra Technologies Limited

Warnford Court

29 Throgmorton Street

London

EC2N 2AT, U.K.

Phone: 0845 456 7181 www.accentra.co.uk













