INTERCODE PAYROLL V5.12.0 RELEASE NOTES

BEFORE INSTALLING THE UPDATE

It is recommended that you make backup copies of all your existing employer files before you install any updates to Intercode Payroll. This will ensure that your original payroll information can be restored in the unlikely event that the update process fails to complete successfully. Once you have made backup copies of your existing employer files you can continue to install the update.

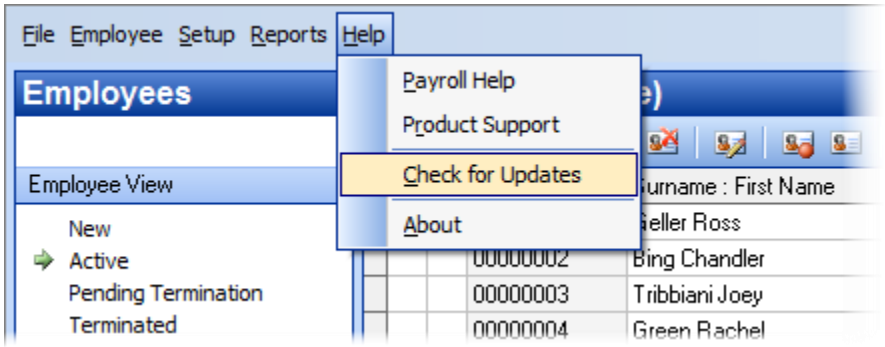
HOW TO INSTALL THE LATEST VERSION OF INTERCODE PAYROLL

There is no need to uninstall your current version of Intercode Payroll before installing a newer version of the software. Whenever a newer version of Intercode Payroll is installed on your computer, the newer version will automatically replace the current version as part of the installation process.

You can install the latest version of Intercode Payroll in one of two ways:

Automatic Installation (Recommended)

1. Ensure that you are currently connected to the internet.
2. Open Intercode Payroll.
3. Select *Help --> Check for Updates* from the main menu.



4. Follow the on-screen instructions to update your version of Intercode Payroll.

Manual Installation

1. Go to the *Downloads* page on the Intercode web site (www.intercode.co.za/downloads.php) and click on the link marked *Download Now.*

2. When asked whether you would like to *Run* or *Save* the file, select *Save*. This will open a new window allowing you to specify the location on your computer's hard drive where you would like to save the file. Select *Desktop* and then click *Save*.

3. You will now see a *File Download* window showing the progress of the file download. Once the file download has been completed you can close all open windows and disconnect from the internet.

4. Ensure that Intercode Payroll has been closed then go to your *Desktop*, locate the installation file you just downloaded and double-click the file to start the installation process. Follow the on-screen instructions to complete the installation process.

Once the latest version of Intercode Payroll has been installed on your computer (using either of the two processes described above), open Intercode Payroll and open your employer file. You might see a message stating that your employer file is being updated. Wait for this process to finish.

The update process is now complete, and you can continue using the software as usual.

WHAT'S NEW

2021-2022 Tax Tables

Intercode Payroll V5.12 includes the 2021-2022 tax tables as announced in the national budget speech on Wednesday 24 February 2021. As soon as this update has been installed, you will be able to do a payroll run into March 2021. Apart from updating the fund member category factors linked to your retirement fund deductions (see instructions later in this document) there is no need for any special year-end processing. You can just do a normal payroll run as you would for any other pay period.

To view the tax tables, tax rebates, tax thresholds and other relevant information for the 2021-2022 tax year, select *Setup* → *Tax Year Setup* from the Intercode Payroll main menu.

New UIF Earnings Limit

As announced in the national budget speech, the maximum amount of remuneration that may be taken into account for determining both employee and employer contributions to the Unemployment Insurance Fund will increase from R 14 872 per month to R 17 712 per month as of 01 March 2021.

Based on the new earnings limit, the maximum amount of UIF that can be deducted from an employee or contributed by the employer will increase from R 148.72 (1% of R 14 872) per month to R 177.12 (1% of R 17 712) per month.

The new earnings limit has already been built into Intercode Payroll V5.12 and will automatically be used when calculating the value of UIF contributions on employee payslips that fall in March 2021 or later.

Important: Though the UIF earnings limit increase was announced in the national budget speech and a draft notice announcing the increase is already available on the National Treasury web site, the notice has (as at the time of writing) not been gazetted and is therefore not yet "official". We expect that the official notice will be gazetted soon however, so to allow our clients to do their payroll runs into March as soon as possible, we are including this change in Intercode Payroll V5.12 before publication of the official notice. If the official notice (when it is published) contains information that is different from the information contained in the draft notice, another update to Intercode Payroll might be required.

UPDATE: It was announced on 26 February 2021 that the increase to the UIF earnings limit will be postponed until a later date (still to be determined). This change was therefore removed in Intercode Payroll V5.12.1 to be reintroduced in a later update.

Fixed Rate per Kilometre for Reimbursive Travel Allowances

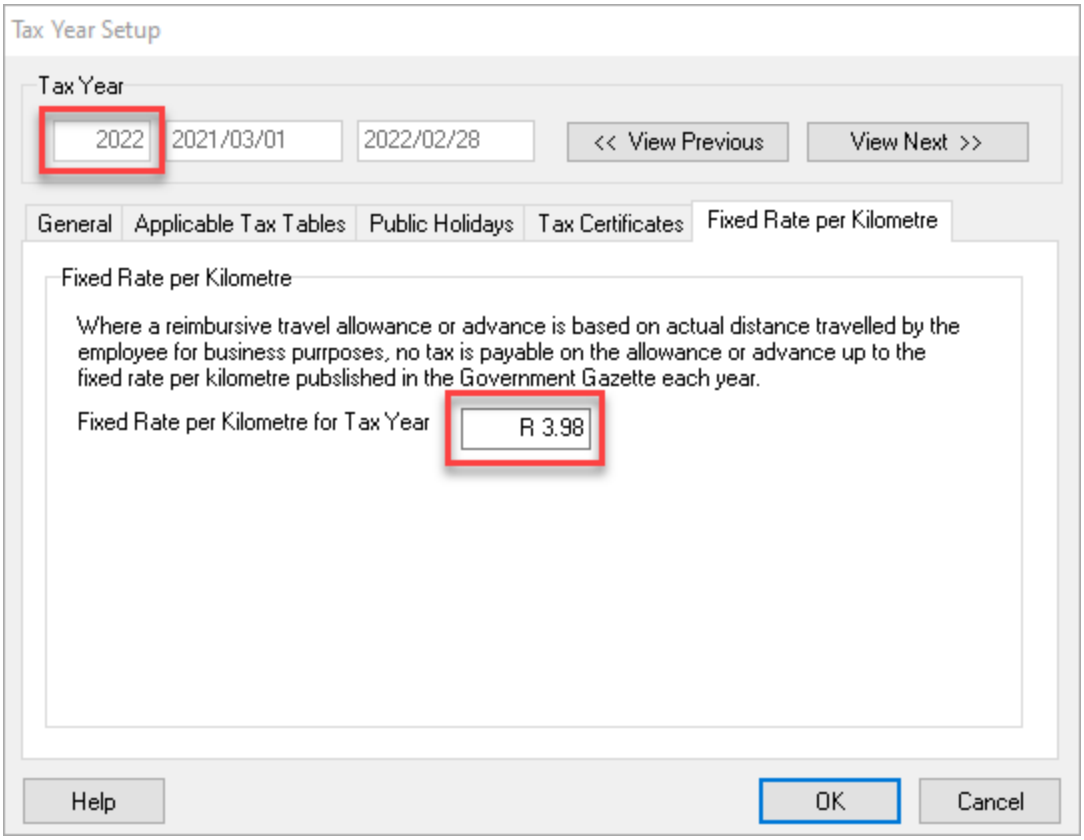
Where a reimbursive travel allowance or advance is paid to an employee based on the actual distance travelled by the employee for business purposes and no other form of travel compensation or allowance is received, no tax is payable on the allowance or advance up to the fixed rate per kilometre published by the Minister of Finance in the Government Gazette each year. The problem for payroll software providers is that the applicable fixed rate per kilometre for each new tax year is often only published in the Government Gazette in the first or second week of March, but employers who have weekly or fortnightly paid staff members need to be able to advance their payrolls into March as soon as possible following the budget speech at the end of February. If Intercode were to wait for the new fixed rate per kilometre to published before releasing our tax year update, we would probably only be able to release it in the first or second week of March, which would be too late for some employers.

To try and accommodate employers who have weekly or fortnightly paid staff on their payrolls and therefore need to do payroll runs into March as soon as possible, Intercode Payroll V5.12 will allow you to do a payroll run into March, but if any of the employees on your payroll have reimbursive travel allowances under SARS codes 3702 (Reimbursive Travel Exceeding Limits) or 3703 (Reimbursive Travel Not Exceeding limits), the **2021** fixed rate per kilometre of **R 3.98** will used to determine the limit for the non-taxable portion of the allowance. The net effect of using the previous year's rate per kilometre will be that employees who receive reimbursive allowances at a rate of **more** than R 3.98 per kilometre will only receive a tax exemption for the first R 3.98 of the allowance, when in fact the exemption might otherwise have been slightly higher (i.e., up to the new fixed rate, which is currently not yet known). Employees who receive no reimbursive travel allowances, or employees who receive reimbursive travel allowances at a rate of **not more** than R3.98 per kilometre will not be affected in any way.

Once the new fixed rate per kilometre for the 2022 tax year has been published in the Government Gazette, employers who have employees on their payrolls who receive reimbursive travel allowances of **more** than R 3.98 per kilometre will then need to update the new official rate per kilometre for the 2022 tax year on Intercode Payroll manually.

To update the official fixed rate per kilometre for the 2022 tax year manually:

- Select *Setup* → *Tax Year Setup* from the Intercode Payroll main menu.
- Select the *Fixed Rate per Kilometre* tab.
- Change the *Fixed Rate per Kilometre* to the official rate for the 2022 tax year as published in the Government Gazette by the Minister of Finance.



- Click *OK* at the bottom of the window.

Note: The next (future) release of Intercode Payroll will automatically update the fixed rate per kilometre to the official rate for the 2022 tax year when it is released, regardless of whether the payroll administrator had already updated the rate manually in this window, or not.

Important: Also note that the fixed rate per kilometre is not *always* changed from one year to the next. There is a chance that the fixed rate per kilometre for the 2022 tax year will remain the same as the rate

for the 2021 tax year (i.e., R 3.98) in which case no changes to Intercode Payroll will be required, and the rate currently being used as the "interim" rate for the 2022 tax year would then in fact be correct.

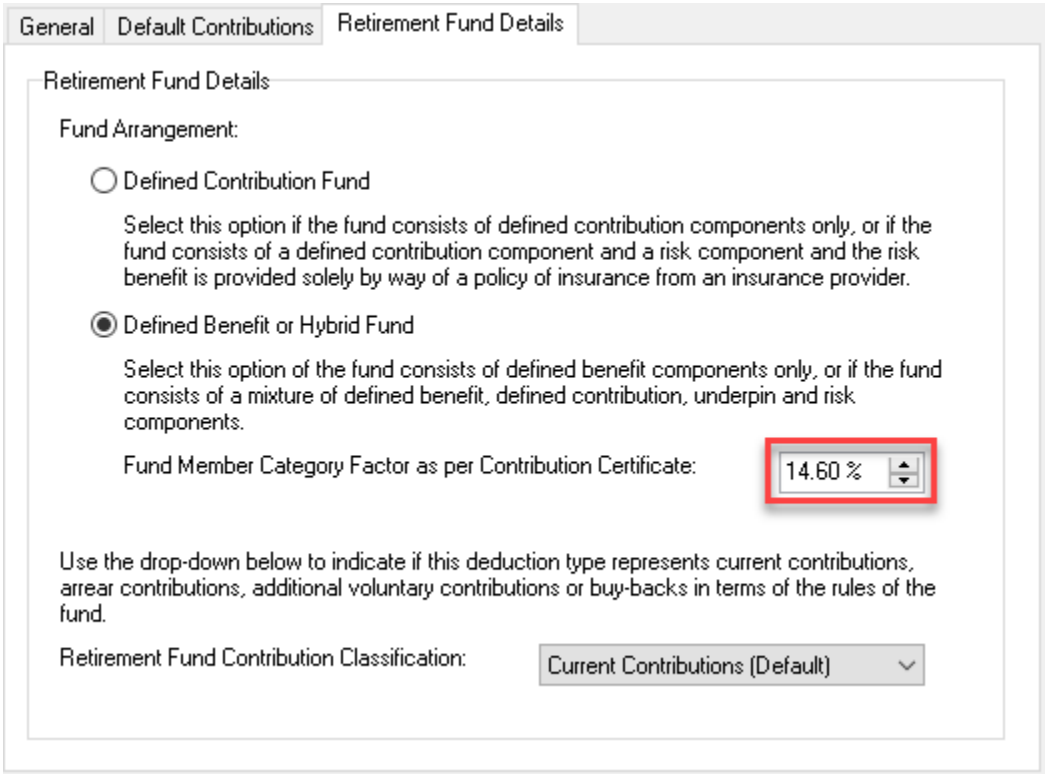
Updating the Fund Member Category Factors of Retirement Funds for 2022

One of the changes of the retirement reforms introduced back in the 2016-2017 tax year was the concept of a "fund member category factor" which, in the case of defined benefit or hybrid funds, is used to calculate the value of the fringe benefit in respect of employer contributions to employees' retirement funds. These fund member category factors can change from one tax year to the next and must therefore be supplied to the employer by the relevant fund in the form of a contribution certificate at the start of each new tax year.

If you have any deductions on your payroll in respect of pension, provident or retirement annuity funds you must ensure that you obtain updated contribution certificates in respect of the 2022 tax year so you can update the relevant fund member category factors on your payroll accordingly.

Once you have received the latest contribution certificates from the relevant retirement funds:

- Select *Setup* → *Income and Deduction Types* from the Intercode Payroll main menu.
- Select the *Deduction Types* tab.
- Locate the relevant deduction type and double-click on it to open the *Deduction Type Definition* window.
- In the *Deduction Type Definition* window, select the *Retirement Fund Details* tab.
- Ensure that the *Fund Member Category Factor* field reflects the latest fund member category factor as per the contribution certificate received from the fund.



- Once the fund member category factor has been verified, click *OK* to close the window.

Repeat this process for each of the retirement fund deduction types (i.e., codes 4001, 4003 and 4006) that have been defined on your payroll.

IMPORTANT: The fund member category factors linked to the deductions on your payroll should only be updated once all your employees' payslips for February have already been approved and closed, but before you do a payroll run into March.

Employment Tax Incentive and the New National Minimum Wage

Section 4(1) of the Employment Tax Incentive Act 2013 reads:

An employer is not eligible to receive the employment tax incentive in respect of an employee in respect of a month if the wage paid to that employee in respect of that month is less than –

a) the higher of the amount payable by virtue of a wage regulating measure applicable to that employer or the amount contemplated in section 4(1) of the National Minimum Wage Act, 2018 (Act No, 9 of 2018), or Schedule 2 to that Act; or

b) *if the amount of wage payable to an employee by an employer is not subject to any wage regulating measure or not subject to section 3 of the National Minimum Wage Act, 2018 (Act No. 9 of 2018), or exempt under section 15 of that Act –*

   i. *where the employee is employed and paid remuneration for at least 160 hours in a month, the amount of R2000 in respect of a month; or*

   ii. *where the employee is employed and paid remuneration for less than 160 hours in a month, an amount that bears to the amount of R2000 the same ratio as 160 hours bears to the number of hours that the employee was employed for and paid remuneration by that employer in that month.*

This means that for an employer to claim the employment tax incentive in respect of an employee, the employer must pay that employee at least the higher of the minimum wage payable in terms of a wage regulating measure or the minimum wage applicable in terms of the National Minimum Wage Act, or if no wage regulating measure applies and the National Minimum Wage Act does also not apply, at least the equivalent of R2000 per month.

On Intercode Payroll, the minimum wage that is applicable to an employee in terms of the Employment Tax Incentive Act is determined by the Minimum Wage Profile that is linked to the employee.

When linking a wage profile to an employee the employer must first determine whether a wage regulating measure applies, and if it does, whether the minimum wage in terms of that wage regulating measure is higher than the applicable national minimum wage. The wage profile that is then linked to the employee for ETI purposes must be the wage profile that represents the higher of the two minimum wages.

As per Government Gazette 44136 published on 08 February 2021, the new national minimum wages in terms of the National Minimum Wage Act 2018 are:

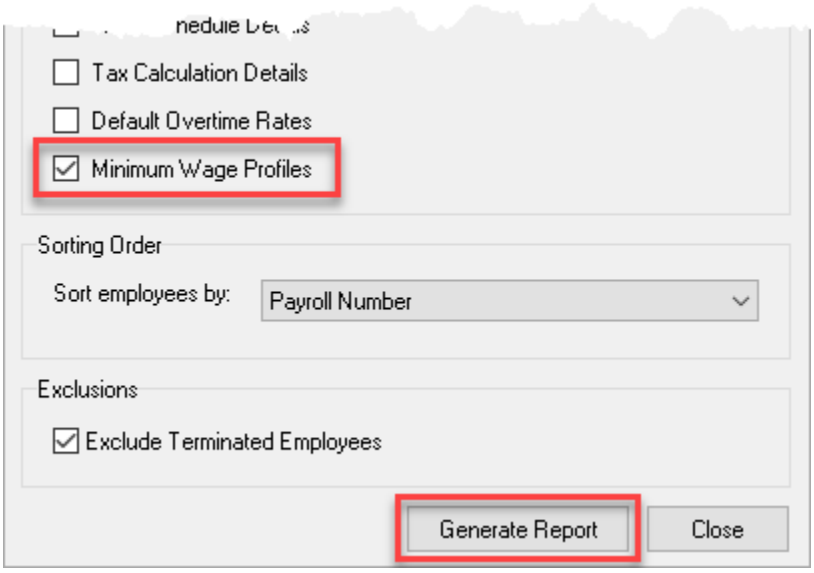
- R21.69 per hour (in general).
- R21.69 per hour for farm workers.
- R19.09 per hour for domestic workers.
- R11.93 per hour for employees engaged in expanded public works programs.

These new national minimum wages will come into effect on 01 March 2021 and will be updated on Intercode Payroll automatically as part of this update. There is no need for you to edit the wage rates associated with the four pre-defined National Minimum Wage profiles on Intercode Payroll manually.

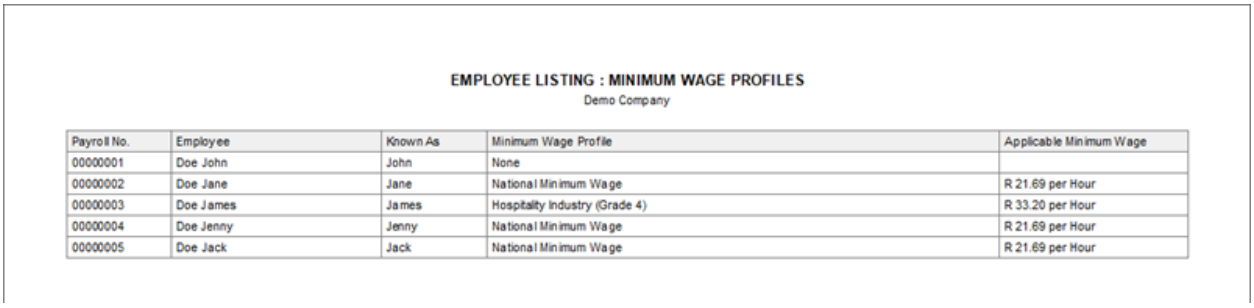
IMPORTANT: Whenever the National Minimum Wages are increased, employers must review the minimum wage profiles that are currently linked to their employees to ensure that employees are not linked to minimum wage profiles that specify minimum wages that are now lower than the new national minimum wage.

To check the minimum wage profiles that employees are currently linked to:

- Go to the *Employees* section at the bottom left of the Intercode Payroll main window.
- Select *Reports* → *Employee Reports* → *Employee Listing* from the Intercode Payroll main menu at the top of the window. This will open the *Print Employee Lists* window.
- In the *Print Employee Lists* window, tick the *Minimum Wage Profiles* option, then click *Generate Report* at the bottom of the window.



The resulting report shows the minimum wage profile and the applicable minimum wage rate that is currently linked to each of the employees on the relevant employer's payroll.



EMPLOYEE LISTING : MINIMUM WAGE PROFILES

Demo Company

Payroll No.	Employee	Known As	Minimum Wage Profile	Applicable Minimum Wage
00000001	Doe John	John	None	
00000002	Doe Jane	Jane	National Minimum Wage	R 21.69 per Hour
00000003	Doe James	James	Hospitality Industry (Grade 4)	R 33.20 per Hour
00000004	Doe Jenny	Jenny	National Minimum Wage	R 21.69 per Hour
00000005	Doe Jack	Jack	National Minimum Wage	R 21.69 per Hour

Employees that are currently linked to one of the four pre-defined National Minimum Wage profiles can safely be ignored, but if any employees are linked to user-defined wage profiles that specify minimum wage rates that are *lower* than the National Minimum Wage applicable to employees of that type, those employees must (for the purposes of ETI) be linked to the applicable national minimum wage profiles instead, since they would require the higher minimum wage in order to qualify for ETI.

To change the minimum wage profile to which an employee is currently linked:

- Go to the *Employees* section.
- Click on the relevant employee's name (one click only) so the employee is highlighted.
- At the toolbar at the top of the window, click the 4th button (Employee Setup Wizard).
- In the *Employee Setup Wizard*, click *Next* up to the *Employment Tax Incentive* page.
- At the bottom of the page, click the *Minimum Wage Profile* drop-down and select the minimum wage profile to which the employee should be linked.
- Click *Next* up to the last page of the wizard, then click *Finish*.

The above process should be completed only after the February payslips have all been approved and closed.

Tracking of ETI Balances Brought Forward

Note: This section applies only to employers who claim Employment Tax Incentive (ETI) in respect of qualifying employees on their monthly EMP201 returns. If you do not claim ETI from SARS on your EMP201 returns you can simply ignore this section.

The Employment Tax Incentive Act provides a mechanism whereby employers can claim an incentive from SARS in respect of certain qualifying employees employed by that employer in any given month. If any of the employees on an employer's payroll are "qualifying employees" in terms of the ETI Act, Intercode Payroll will automatically calculate the value of the ETI that can be claimed in respect of each of those qualifying employees in the relevant month. When completing the monthly EMP201 return the employer can then reduce the amount of PAYE that the employer is liable to pay to SARS by the value of the tax incentive calculated in respect of those qualifying employees. The amount of employment tax incentive that can be utilised to reduce the PAYE liability in any given month however cannot exceed the employer's total PAYE liability in that month (the PAYE liability can never be less than zero). Therefore, if the total employment tax incentive that is available to be utilised in any given month is higher than the total PAYE liability in that month, the unutilised balance of the ETI can (usually) be carried forward to the next month, where it can then be utilised to reduce the PAYE liability in that month. The value of any unutilised ETI carried over from one month to the next will be reflected as "ETI Brought Forward" on the employer's EMP201 return on e-Filing.

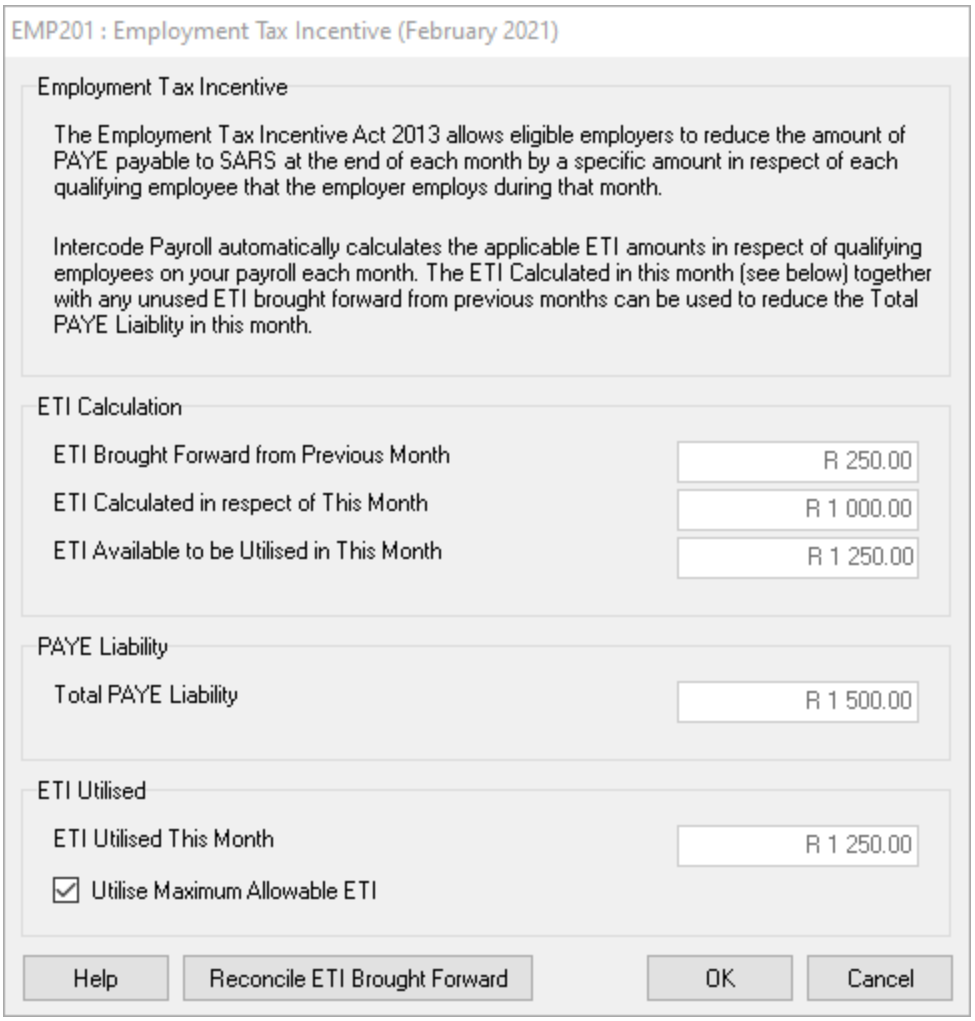
There are however instances where unutilised ETI might not be carried forward from one month to the next by SARS. At the end of each six-month reconciliation period for example, unutilised ETI will not be carried forward to the next month but will rather be paid out to the employer, provided the employer is tax-compliant (does not have any outstanding returns of tax debt with SARS) at the end of the relevant month. Employers who are not tax-compliant at the end of a reconciliation period will have six months in which to become tax-compliant, failing which any unutilised ETI will be forfeited (i.e., permanently

lost). Furthermore, during the COVID-19 relief period SARS did not carry unutilised ETI forward at the end of April, May, June, or July of 2020, but immediately paid unutilised ETI amounts out to employers at the end of those months instead (again provided the employers did not have any outstanding returns or tax debt with SARS).

By default, Intercode Payroll keeps track of the ETI Balance Brought forward from one month to the next by asking the employer how much ETI should be (or was) utilised in each month when printing the EMP201 Return Summary, and then automatically deducting the value of the ETI utilised in a month from the value of the total available ETI in that month. It is assumed the employer will in fact be allowed to utilise that ETI when it is claimed on the EMP201 return on e-Filing. There is however no way for Intercode Payroll to know if an employer has outstanding returns or tax debt with SARS, so there is no way to know whether ETI that was assumed to have been utilised by the payroll was in fact utilised on e-Filing (the ETI might have been disallowed by SARS after the return was filed). This discrepancy between the amount of ETI that Intercode Payroll *assumes* was utilised in any given month and the amount of ETI that was *actually* utilised on e-Filing in that month sometimes causes the ETI Balance Brought Forward on Intercode Payroll to become out of synch with that on the EMP201 returns on e-Filing.

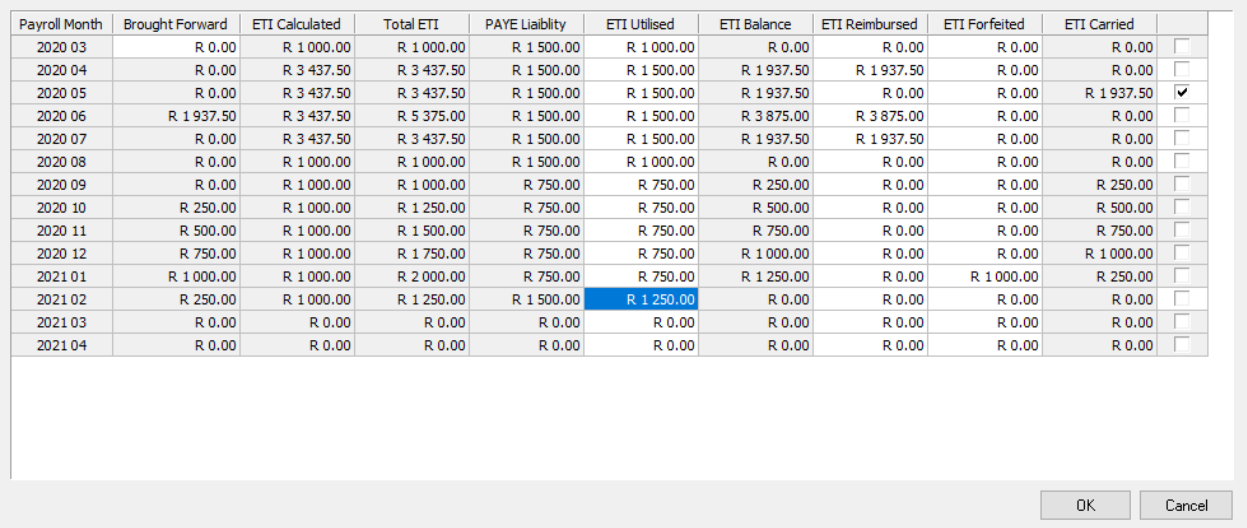
To address this issue, a new feature has been added to Intercode Payroll that allows the payroll administrator to reconcile the balance of ETI brought forward on Intercode Payroll with that on e-Filing.

When printing an EMP201 Return Summary on Intercode Payroll, the following window is displayed showing the value of the ETI Brought Forward from the previous month, the value of the ETI Calculated in the current month, and the Total Available ETI that can be utilised in the current month.



If the ETI Brought Forward from the previous month becomes out of synch with the ETI Brought Forward on e-Filing due to real-world events that Intercode Payroll might not be aware of, the ETI Balance Brought forward can now be manipulated by clicking the *Reconcile ETI Brought Forward* button at the bottom of this window.

The following window will be displayed:



Payroll Month	Brought Forward	ETI Calculated	Total ETI	PAYE Liablity	ETI Utilised	ETI Balance	ETI Reimbursed	ETI Forfeited	ETI Carried	
2020 03	R 0.00	R 1 000.00	R 1 000.00	R 1 500.00	R 1 000.00	R 0.00	R 0.00	R 0.00	R 0.00	☐
2020 04	R 0.00	R 3 437.50	R 3 437.50	R 1 500.00	R 1 500.00	R 1 937.50	R 1 937.50	R 0.00	R 0.00	☐
2020 05	R 0.00	R 3 437.50	R 3 437.50	R 1 500.00	R 1 500.00	R 1 937.50	R 0.00	R 0.00	R 1 937.50	☑
2020 06	R 1 937.50	R 3 437.50	R 5 375.00	R 1 500.00	R 1 500.00	R 3 875.00	R 3 875.00	R 0.00	R 0.00	☐
2020 07	R 0.00	R 3 437.50	R 3 437.50	R 1 500.00	R 1 500.00	R 1 937.50	R 1 937.50	R 0.00	R 0.00	☐
2020 08	R 0.00	R 1 000.00	R 1 000.00	R 1 500.00	R 1 000.00	R 0.00	R 0.00	R 0.00	R 0.00	☐
2020 09	R 0.00	R 1 000.00	R 1 000.00	R 750.00	R 750.00	R 250.00	R 0.00	R 0.00	R 250.00	☐
2020 10	R 250.00	R 1 000.00	R 1 250.00	R 750.00	R 750.00	R 500.00	R 0.00	R 0.00	R 500.00	☐
2020 11	R 500.00	R 1 000.00	R 1 500.00	R 750.00	R 750.00	R 750.00	R 0.00	R 0.00	R 750.00	☐
2020 12	R 750.00	R 1 000.00	R 1 750.00	R 750.00	R 750.00	R 1 000.00	R 0.00	R 0.00	R 1 000.00	☐
2021 01	R 1 000.00	R 1 000.00	R 2 000.00	R 750.00	R 750.00	R 1 250.00	R 0.00	R 1 000.00	R 250.00	☐
2021 02	R 250.00	R 1 000.00	R 1 250.00	R 1 500.00	R 1 250.00	R 0.00	R 0.00	R 0.00	R 0.00	☐
2021 03	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	☐
2021 04	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	R 0.00	☐

This window allows the payroll administrator to inform Intercode Payroll of real-world events that affect the balance of ETI brought forward from one month to the next on e-Filing, that Intercode Payroll might otherwise not have been aware of. In this window, the value of ETI Utilised, ETI Reimbursed (or paid out) and ETI Forfeited (or lost) in previous periods can be specified manually to align the ETI balance on the payroll with that on e-Filing. The automatic reimbursement of unutilised ETI balances in certain months can also be overridden in this window (for non-tax-compliant employers for examples) by placing a tick-mark in the “Override ETI Brought Forward” column to the far right of this window.

Note that under normal circumstances there should be no need to make any changes in this window, as Intercode Payroll is generally aware of when ETI needs to be carried over, reimbursed, or forfeited. This feature will mostly be used to indicate events that are outside of the norm, such as employers not being able to utilise ETI in certain months or ETI not being paid out to employers when expected, either due to outstanding returns or tax debt with SARS.

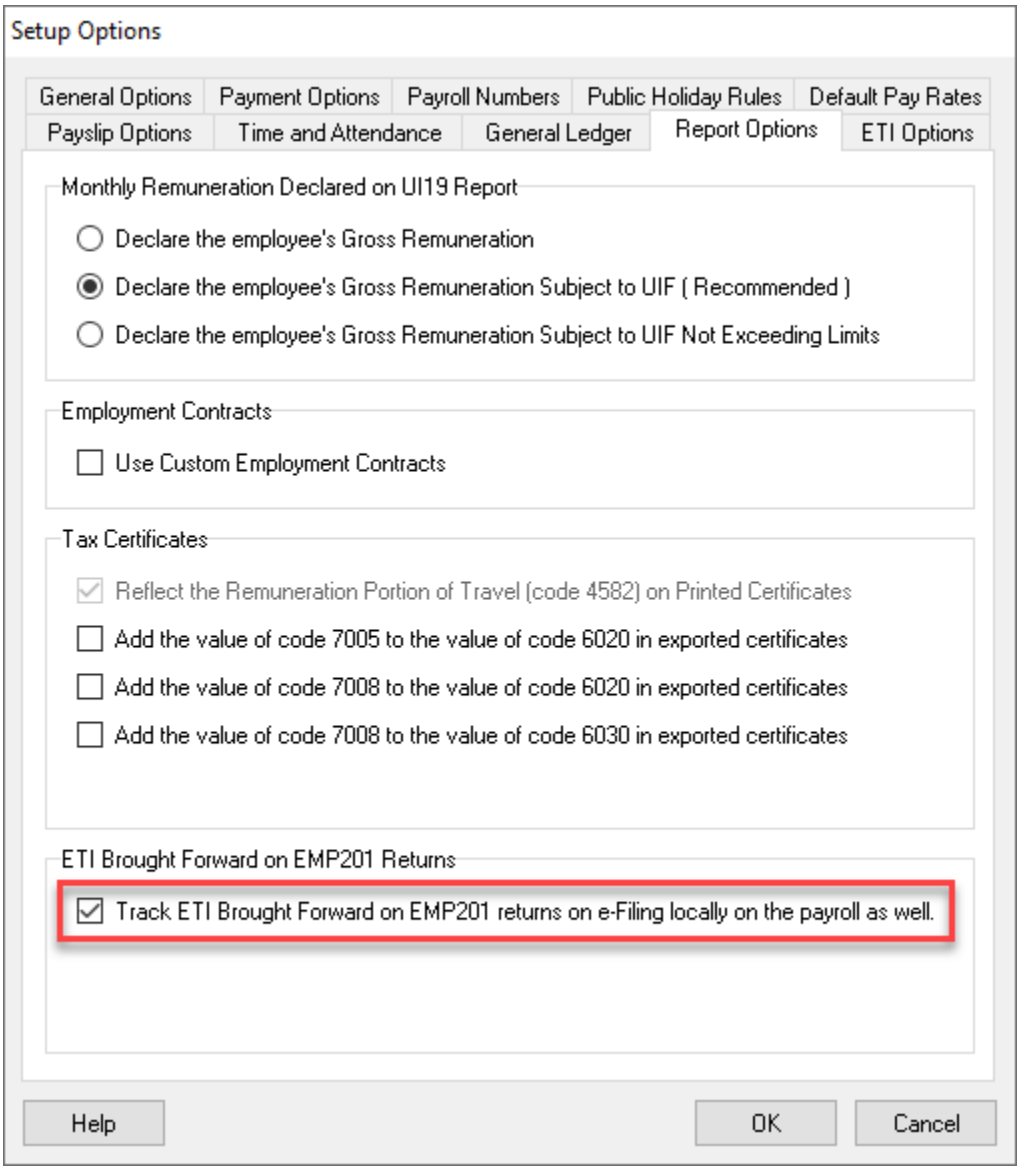
Turning ETI Tracking Off Completely (Optional)

Before continuing, it is important to understand that the balance of ETI Brought Forward maintained on the payroll serves no real purpose other than for interest’s sake. The only value that is important on the payroll is the ETI *calculated* in respect of each qualifying employee in any given month, and this is done by the payroll automatically. Provided that the employer declares the correct value of the total ETI *calculated* in respect of all qualifying employees on the EMP201 return for any given month, the amount of ETI that the employer will be allowed to utilise (or not utilise) and the balance of excess ETI carried forward will be determined by SARS.

For this reason, Intercode Payroll now also has a new option that lets the employer choose whether the balance of unutilised ETI brought forward from one month to the next should be tracked locally on the payroll for information purposes as well, keeping in mind that it is already tracked *automatically* by SARS on the employer’s monthly EMP201 returns.

To indicate whether the balance of ETI Brought Forward should be tracked locally on the payroll:

- Select *Setup* → *Options* from the Intercode Payroll main menu.
- Select the *Report Options* tab.
- Tick or untick the option to *Track ETI Brought Forward Locally on the payroll as well*.



If the option to track ETI Brought Forward on the payroll is selected, Intercode Payroll will continue to track the balance of ETI Utilised and ETI Brought Forward from one month to the next, as has always been the case in the past.

If this option is *not* selected however, Intercode Payroll will *not* keep track of the balance of ETI Utilised and ETI Brought Forward on the payroll and the employer will no longer be required to specify the value

of the ETI that was utilised in any given month on the *EMP201: Employment Tax Incentive* window when printing an EMP201 Return Summary on Intercode Payroll each month (in fact, the *EMP201: Employment Tax Incentive* window will no longer even be displayed before the report is printed).

Note: We recommend disabling ETI tracking for employers whose payrolls are split across multiple employer files in Intercode, or the employer who are often non- tax-compliant and therefore regularly have their ETI claims disallowed by SARS. However, employers who simply do not want the additional hassle of keeping track of the ETI Utilised on EMP201 returns are free to disable ETI tracking as well. There is no "down-side" to doing so, and it will have no negative effect on the payroll.

ETI Rollover Amounts Across Reconciliation Periods

In terms of section 9 subsection 4 of the Employment Tax Incentive Act, any excess amount of ETI that had not been utilised by an employer at the end of a six-month reconciliation period could not be carried over to the next month (i.e., into the new reconciliation period) but would rather be paid out to the employer at the end of the relevant period.

However, in terms of section 9 subsection 3 of the Act, if an employer was not tax-compliant at the end of the relevant six-month reconciliation period, the excess ETI could not be paid out to the employer but would then in fact be carried forward into the next reconciliation period (where it could then be utilised) instead. This could result in the ETI Brought Forward in March or September of any given year to be non-zero, which is contrary to what was intended when the legislation was originally drafted.

To correct this anomaly, the Taxation Laws Amendment Bill 2020 has amended section 9 subsection 4 of the ETI Act (effective 23 July 2020) to explicitly state that the amount of ETI excess in the first month of a new reconciliation period will now always deemed to be nil (i.e., cannot be brought forward) regardless of whether the employer is tax-compliant at the end of the reconciliation period or not.

In short, what this means is that starting in September 2020, the ETI Brought Forward on an employer's EMP201 return on e-Filing will now *always* be zero in March and September of each year. The new roll-over rules have already been built into Intercode Payroll V5.12 and will be applied automatically without the need for any user intervention. This change is mentioned here for informational purposes only.

PAYE Cannot Exceed Income from 2021 Year of Assessment

As of the 2021 year of assessment, SARS will no longer allow the value of PAYE (code 4102) to exceed the value of an employee's gross employment income (code 3699) on an employee's tax certificate, unless the employer has intentionally been over-deducting employees tax from the employee for the purposes of making tax provision, in which case the value of PAYE (code 4102) may *still* not exceed the combined value of the employee's non-taxable income (code 3696) and gross employment income (code 3699) on the employee's tax certificate.

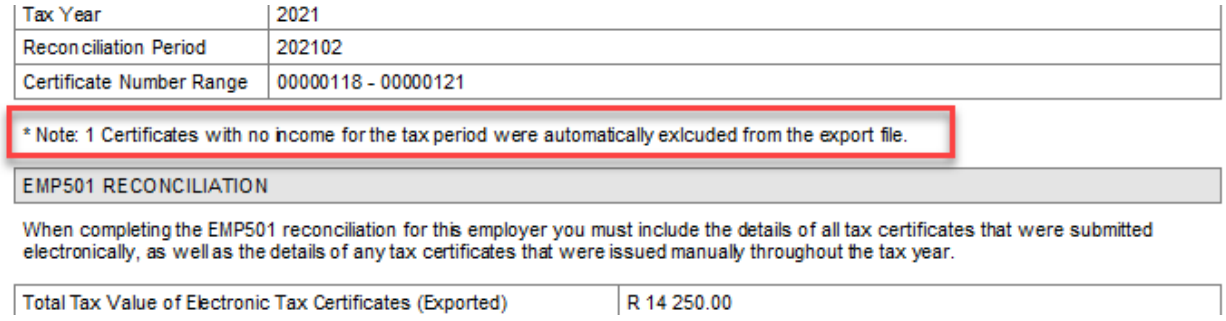
Under normal circumstances this situation should not occur anyway, but can occur if an employer contributes to PAYE on behalf of an employee and the total employee and employer contributions eventually exceed the employee's total income for the year. If this is the case, the relevant employer contributions will have to reclassified (as loans for example) on the payroll, and cannot be reflected as PAYE contributions. Since SARS will reject any tax certificates where the value of PAYE deducted exceeds the value of the total income, you will either need to reopen and recapture the affected payslips for the relevant employee on Intercode Payroll or will have to exclude the affected tax certificates from the export to Easy-File and capture those certificates on SARS e-Filing manually.

Note: This change is mentioned here for information purposes only. In the unlikely event that any of the employees on your payroll are affected by this change in SARS's business rules, Intercode Payroll will automatically inform you of that fact when doing the export to Easy-File at the end of the tax year.

Tax Certificates with Zero Income Now Automatically Excluded from the Export to Easy-File

In the past, when exporting electronic tax certificates from Intercode Payroll to the SARS Easy-File program, tax certificates for employees who had no income for the whole year would produce an error message if they were included in the export and would therefore have to be manually excluded from being exported before doing the export. As of Intercode Payroll V5.12, any tax certificates where the total income for the year is zero will automatically be excluded when doing the export to Easy-File (thereby avoiding any unnecessary error messages).

The Electronic Tax Certificate Export Summary that can be printed on the last page of the *Export to Easy-File* wizard will now indicate the number of such tax certificates that were automatically excluded from the export (if any).



Tax Year	2021
Reconciliation Period	202102
Certificate Number Range	00000118 - 00000121

* Note: 1 Certificates with no income for the tax period were automatically exlcuded from the export file.

EMP501 RECONCILIATION

When completing the EMP501 reconciliation for this employer you must include the details of all tax certificates that were submitted electronically, as well as the details of any tax certificates that were issued manually throughout the tax year.

Total Tax Value of Electronic Tax Certificates (Exported)	R 14 250.00

End of Release Notes

If you have any questions regarding the features included in this release, or if you have any trouble installing the update, please contact the Intercode support desk on 012 802 4200 for assistance.