Release Notes

MicrOpay Version 9.3 SP1 / MicrOpay ESP Version 9.0

Contents

Introduction

MicrOpay

The highlights of this release include:

- New Zealand tax changes for the *2024/2025 Financial Year* (see page 3).
- New functionality for easier implementation of employee changes sent from Access MicrOpay ESS or via the Access MicrOpay WebAPI, including:

  - Replacing the New Employees Maintenance grid with the New/Edit Employees Maintenance grid.
  - A new Edit Employee Wizard that provides:

    - Greater visibility of sent employee changes than Implement HR Changes.
    - Ability to edit changes and other employee fields before implementing.

  See the *New/Edit Employees Maintenance* item in the *Employee Maintenance* (see page 5) section of these notes.

- Pay advices can now only be produced using one *Delivery Method at a time* (see page 9).
- Several fixes and changes related to *STP2* (see page 4).

For more information about these and other release items, refer to *What's in this MicrOpay release?* (see page 3)

MicrOpay ESP

There are no functional or software changes for MicrOpay ESP in this release and, on this occasion, no MicrOpay ESP upgrade file to be installed. This means that after MicrOpay is upgraded, your MicrOpay and MicrOpay ESP software version numbers will be different.

Refer to *After you upgrade* (see page 12) to check the software and database version numbers for both products.

Key	
ALL	The item applies to all country payroll databases.
AU	The item applies to Australian payroll databases.
NZ	The item applies to New Zealand payroll databases.
OTH	The item applies to Other country payroll databases.
STP 2	The item applies to a change for STP2. STP2 changes affect Australian payroll only.

For our Payroll Online customers

Please note that installation and upgrade of MicrOpay and MicrOpay ESP are managed as part of our service to you. You can disregard any comments or instructions that refer to downloading and installing software upgrades.

Before updating your MicrOpay software, both the **Payroll** and the **Common** database **must** be backed up. More information about database backup is available in the Knowledge Base article *https://access-support.force.com/Support/s/article/Access-MicrOpay-How-do-I-Backup-and-Restore*.

What's in the MicrOpay 9.3 SP1 release?

NZ	New Zealand Tax Changes 2024/2025
✋	Please note that the listed tax changes are installed on upgrade to MicrOpay 9.3 SP1 but do not take effect until Change Tax Year is run to roll the payroll database over into the 2024/2025 tax year.
	This release includes changes to the ACC Earnings Levy and Student Loan for the 2024/2025 financial year. From 1 April 2024: ***ACC Earnings Levy*** • The **Annual Levy Threshold** will increase from $139 384 to *$142 283*. • The **Fixed Amount** will increase from $2132.57 to *$2,276.52*. • The **Levy Rate** (per $100 of liable earnings up to $139 384 annual income) will increase from $1.53 to *$1.60*. ***Student Loan*** • The **Annual Loan Threshold** will increase from $22 828 to *$24 128*.
	Known Issue - New Zealand Tax Calculation
	Known Issue: ACC Earnings Levy stops calculating for employees with *ST*, *ST SL*, *SA* or *SA SL* tax codes. This issue can occur for employees whose regular *secondary income* exceeds the annual ACC maximum earnings maximum for the financial year, when the employee's *total earnings* are greater than the ACC maximum amount. *Example:* The ACC maximum earnings threshold for 2024/2025 is NZ$142 283. If an employee with one the affected secondary income tax codes earns more than *NZ$142 283 in secondary income* in the 2024/2025 financial year, ACC earnings levy stops calculating when *total income exceeds NZ$142 283* for the year.

STP 2	# STP Reporting

RFB Taxable (Y/N) column in STP Update now displays correctly for employees with exempt reportable fringe benefits (RFB)

An issue causing the **RFB Taxable (Y/N)** column in STP Update to incorrectly display *Yes* for employees of FBT exempt Payroll Companies and who have exempt RFB only is resolved in this resolved in this release.

Please note: This was a display issue with STP Update, only. The correct RFB Taxable setting was reported in the Update event.

Super guarantee contributions processed as before-tax deductions now reduce Residual Gross

Employer SG contributions that are processed as a deduction before tax now reduce the value the employee's residual gross for STP Reporting. This corrects an issue that resulted in overstated Income Statement values in myGov.

Refer also to the related STP YTD report item, under *Reporting* (see page 9).

Totals row added to STP Update grid

A row displaying YTD totals is added to the STP Update grid.

Please note: If you previously used *Customise Grid Columns* to customise your grid view, these customisations are cleared and the grid resets to the default view when MicrOpay 9.3 SP1 is installed.

	Employee Maintenance (Including Implement HR and New Employee Wizard)
	Employee Record
AU	**New message displayed when incorrect Country selected for Working Holiday Maker** The following message is now displayed when Australia or an Australian territory is selected as the **Country** in employee Tax Details, for an employee whose **Income Type** is *Working Holiday Maker*. The message is displayed when one of the following is selected: *Australia, Norfolk Island, Christmas Island, Cocos (Keeling) Islands, Heard Island and McDonald Islands*.
AU	**Foreign employment income (FEI) values exceeded message no longer displayed when entering employee FEI amounts** An issue that caused an incorrect limit to be applied when entering Foreign Employment Income (FEI) is corrected. This issue could occur when entering FEI amounts for an employee with part year foreign income, and caused a message similar to the following to be displayed:

AU	New Employee Maintenance is changing to New/Edit Employees Maintenance

New Employees Maintenance replaced by New/Edit Employees Maintenance, new functionality for implementing employee changes

On upgrade to MicrOpay 9.3 SP1, the **New Employees Maintenance** tile and grid are replaced by **New/Edit Employees Maintenance** tile and grid. Changes that were previously implemented via Implement HR Changes are now also displayed in the New/Edit Employee Maintenance grid.
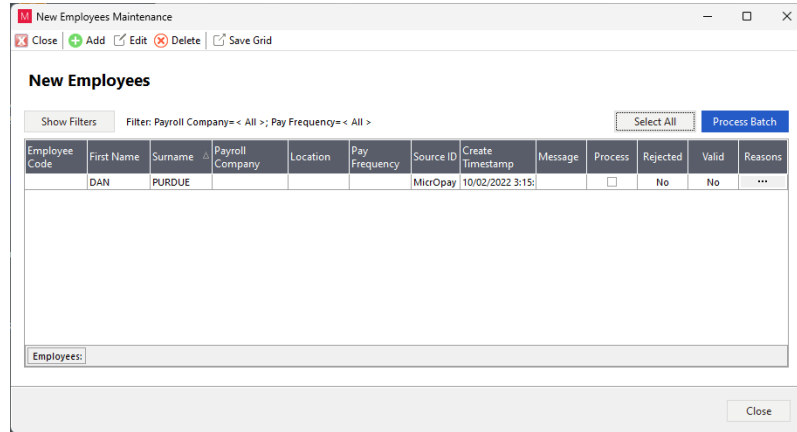
New/Edit Employees Maintenance enables greater visibility of and control over the following employee changes sent from either MicrOpay ESS or from a third party system using the MicrOpay WebAPI.
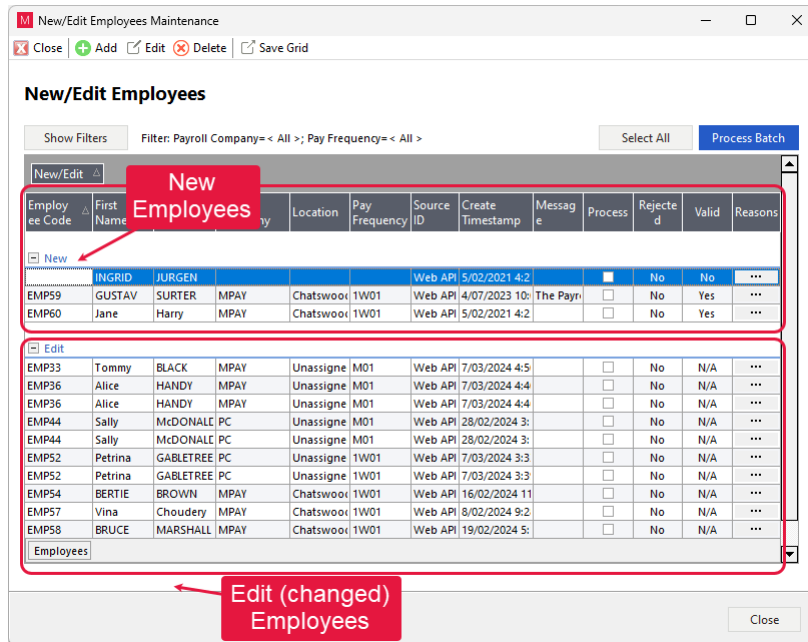
Please note that:

- This feature is currently available for Australian payroll databases only.
- Implement HR Changes is still available. Sent changes will be displayed in both Implement HR Changes and New/Edit Employees Maintenance, although users are able to review and/or update a wider range of fields in New/Edit Employees Maintenance.

Employee changes	From ESS	From Third Parties
Personal Changes Title, Surname, First Name, Middle Name, Preferred Name, Date of Birth, Aboriginal/Torres Strait Islander status	✓	✓
Contact Details Email, Telephone and Mobile number, Residential and Postal Address	✓	✓
Employment Employee Code (read only), Payroll Company, Location, Pay Point, Pay Frequency, Start Date, Default Cost Account, Annualised Salary status and Anniversary Date.	Changes cannot be sent from ESS, but can be edited directly in Edit Employee wizard	✓
Superannuation Changes to fund and employer/employee contributions. Ability to create a new fund and link to employee, change or add contributions.	✗	✓
Bank Accounts BSB Number, Account Number, Account Name, EFT Institution, Pay Amount/Balance of Pay	✓	✓

Prior to upgrade - New Employees Maintenance

MicrOpay 9.3 SP1

Points to note:

- The *New/Edit Employees* grid is divided into *New* and *Edit* sections.
- Any in-progress employees that were visible in the New Employees Maintenance before upgrade are displayed in *New* section of the grid afterwards.
- Employee Changes sent from ESS or third parties are displayed in *Edit* section of grid.
- Selecting a record in the *Edit* opens the Edit Employee wizard, where the payroll Admin can:
  - Review sent changes before implementing
  - Update/correct sent changes and other employee fields displayed in the wizard, before implementing.

Superannuation and *Bank Accounts* options are only displayed in the wizard if these types of changes were sent for the employee. *Employee Changes*, *Personal* Details, *Contact Details*, *Employment* and *Confirmation* pages are always visible.
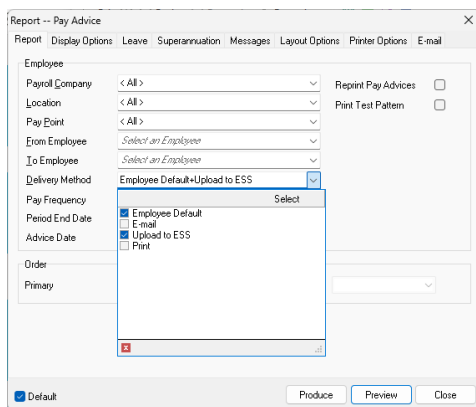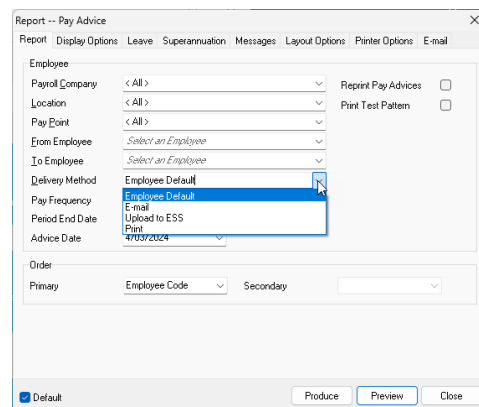
	Reports
AU	**Pay Advice Delivery Method selection now restricted to one choice at a time** Previously, when producing Pay Advices, more than one **Delivery Method** option could be selected at a time, e.g. *Employee Default* and *Upload to ESS* could be selected together so that an employee's pay advice was produced according to their default Delivery Method, as well as being saved to be uploaded to an employee self service system. Following upgrade to MicrOpay 9.3 SP1, only one Delivery Method can be selected at a time. Delivery Method in previous MicrOpay versions Delivery Method in MicrOpay 9.3 SP1 **Please note:** If required, pay advices can still be output using different Delivery Methods, they just need to be generated in separate operations. For example, after applying parameters in the Pay Advices report window, including the first **Delivery Method** (e.g. Employee Default), click **Produce**. Then update the **Delivery Method** to your next choice (e.g. Upload to ESS), tick the **Reprint Pay Advices** checkbox and click **Produce** again.
STP 2	**Payroll Company ABN now displayed in STP Year to Date Report** The STP Year to Date (STP YTD) report now displays the ABN for each Payroll Company included in the report. The ABN is displayed next to the Payroll Company name.

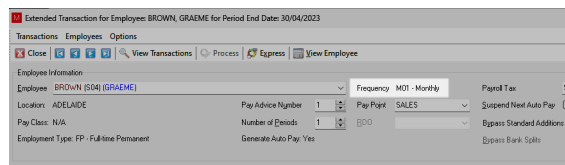|	
STP 2	**SG contributions processed as deduction before tax displayed differently in STP YTD report** The way that employer SG contributions processed as a Deduction Before Tax are displayed in the STP Year to Date report (STP YTD) has changed. When the Deduction is set up as *Super Entitlement* with STP2 Reporting Subgroup *L (Super Liability (SG)* AND the **Ordinary Time Earnings (OTE)** checkbox is ticked, the processed contribution amount: • Is no longer shown as *L - Super Liability* under the *Super Entitlement* section of the report • Reduces the OTE value displayed in *Ordinary Time Earnings (OTE)* total • Is displayed as a negative value for *Payroll YTD* and *OTE Value* in the *Gross (STP)* section., See also the related item under *STP Reporting* (see page 4).
ALL	**Leave type and class displayed for Employee Leave Details Changes in the Employee Audit report** When the Employee Audit Report is reporting on changes to Employee Leave Details, the **Field Changed** column displays the affected Leave Type and Leave Class as well as the change details. This addresses an issue reported in MicrOpay 9.3. Refer to the related item under *MicrOpay Administration and Auditing* (see page 11).

	# Transactions and Processing
ALL	**Frequency field in transaction windows is now read only** The **Frequency** field in transaction windows is now a read only field. Previously, the field was a drop down list that allowed a different **Frequency** than the employee's default pay frequency to be applied to the transaction. Processing transactions using a different frequency could result in "orphan" transactions that could adversely affect other pay processes. This change affects the Express, Extended and Multi Employee Timesheets; Manual Calculation transaction; Termination transaction (for New Zealand only); Transaction and Previous Earnings Adjustments. If a different frequency should be applied, the employee's Pay Frequency should be amended in their Pay Details.

MicrOpay Administration and Auditing	
ALL	Database Audit Log Report and Log Viewer

Leave type and class again displayed when reporting on _iptblEmployeeLeave

When the Database Audit Log Viewer or Database Audit Log report are run for *_iptblEmployeeLeave*, the **Field Changed** column displays the affected Leave Type and Leave Class as well as the change details. This addresses an issue reported in MicrOpay 9.3.

Refer also to the Employee Audit Report item, under *Reporting* (see page 9).

After you upgrade

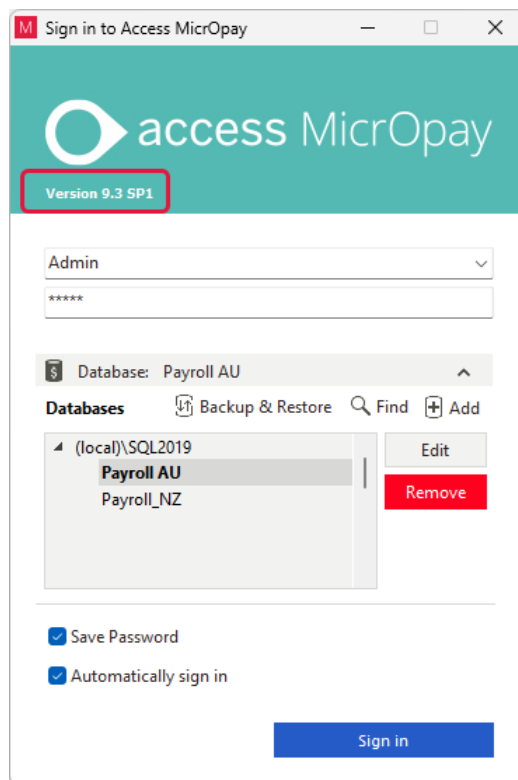**For our Payroll Online customers**

Please note that installation and upgrade of MicrOpay and MicrOpay ESP are managed as part of our service to you. You can disregard any comments or instructions that refer to downloading and installing software upgrades.

After the upgrade is installed, you should check that the correct software and database versions are displayed. If the latest version numbers are not displayed, MicrOpay may not have been successfully upgraded.

To check the version of MicrOpay

After the upgrade is installed the version number displayed should be *9.3 SP1*.

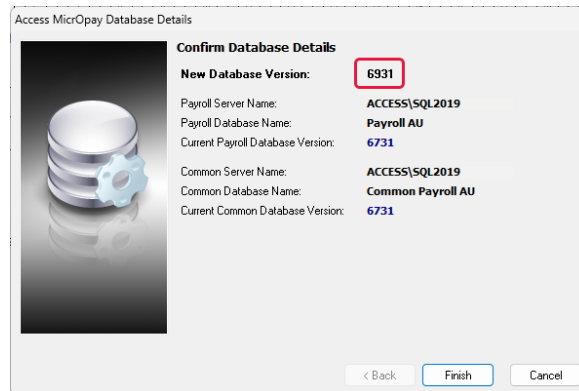The version number is displayed on the MicrOpay login window.

After you have signed in, you can check the version number by going to *Help > About*.

To check the MicrOpay database version

Your new database version number after the upgrade should be **6931**.

The first time you log in to MicrOpay after installing the upgrade, the payroll and common databases will be updated. You can check the new database version from the Confirm Database Details window.

Ensure you click **Finish** to proceed with the database update.

To check the MicrOpay ESP version

Please note that because there is no MicrOpay ESP upgrade for this release, your MicrOpay and MicrOpay ESP software versions will be different after MicrOpay is upgraded to 9.3 SP1.

Your MicrOpay ESP software version will not change. For example, if your MicrOpay ESP software version was **MicrOpay ESP 9.0 (SW6280)** before MicrOpay was upgraded, it will be the same afterwards.

The database version number refers to the payroll database version, so will be updated to **DB6931**.