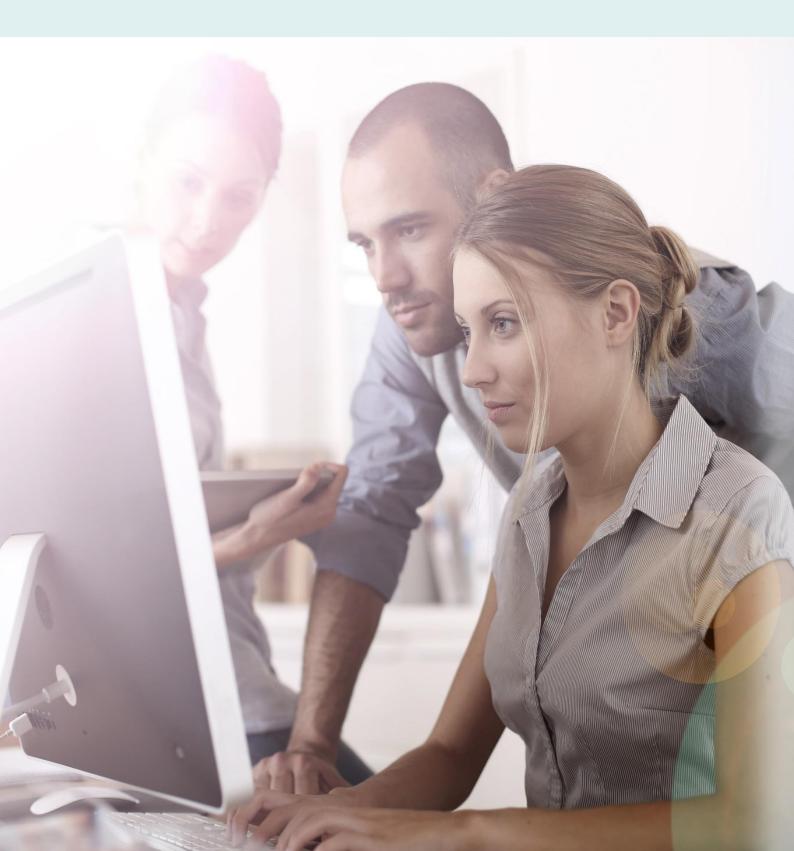


# Access EasyPay October 2023 Release Notes



# **About these Release Notes**

Welcome to the Access EasyPay Release Notes!

This document outlines all you need to know about this version of the software, it will provide you with a summary of the changes, and by using the hyperlinks you will be able to easily navigate through the document to find out detailed information about the new features, including screenshots and videos where appropriate.

Please refer to the table of contents for a full list of what is included.

## About Access EasyPay

EasyPay is an award-winning and leading payroll and human resource management software trusted by over 18,000 businesses including SMEs and MNCs in the region for over 30 years.

As global and local business landscapes are constantly changing, HR practitioners today demand a system that is not just reliable and efficient, but also compliant to the local regulatory standards, configurable, intuitive to use and able to handle ad-hoc and unexpected cases. EasyPay does just that.



# **Table of Contents**

Release Summary	2
Release Contents	2
Brunei New Statutory Scheme and Policy	5-8
Singapore New Workpass ONEPASS	9
Bank Files Update	10
How to Contact Us	11



# Release Summary

Access EasyPay v2023.11

## Version 2023.11 updates

#### **General Updates**

Tools menu are removed from EasyPay
Security fixes to address vulnerabilities
Export leave history to include hour leave application
Global terms and conditions now replaced with hyperlink
Export leave history to include hour leave application if leave is created on ePortal
Fix allocation table error message
Fix issue of future dated resign supervisor not found in dropdown when creating new employee

#### **Statutory Updates**

#### Brunei

Brunei YA2023 – New Statutory SPK Policy and Scheme

#### **Singapore**

Revised Foreign Worker Levy rate wef 1 September 2023 New Workpass – ONEPASS



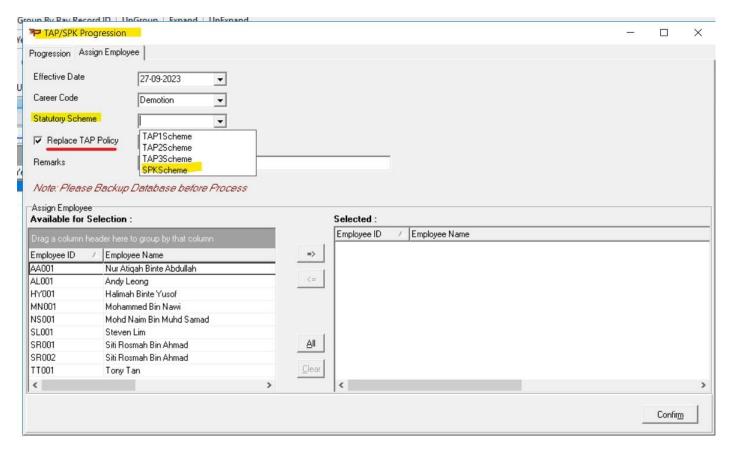
# **Release Contents**

The below section describes the release summary in more details.

## Updates that apply to version 17 only

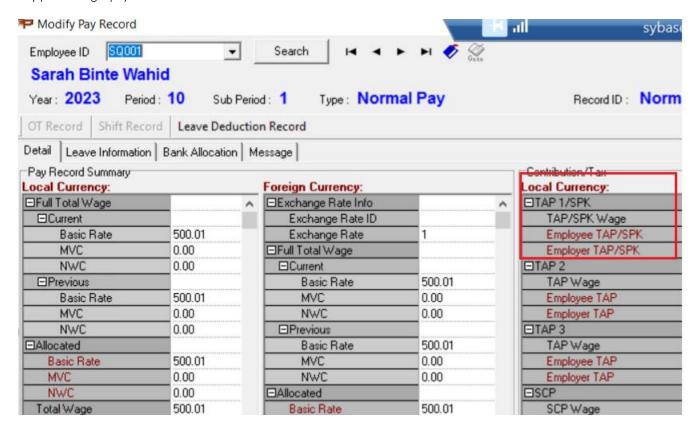
#### Brunei

New statutory scheme SPKScheme is added, the TAP progression tab is also renamed to include SPK. Module > TAP/SPK Progression

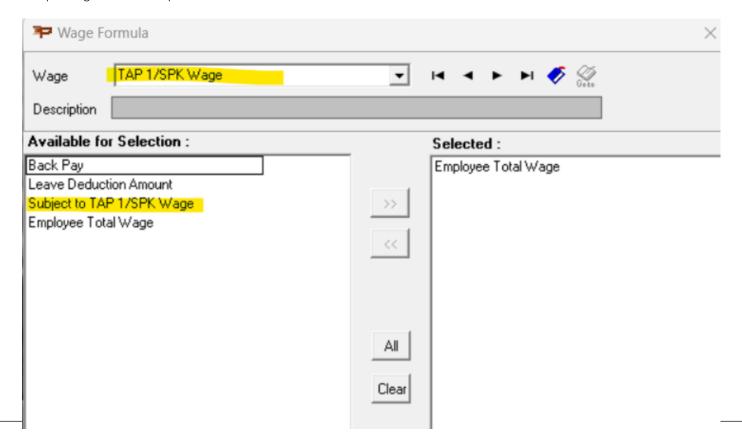




Pay record label renamed to include SPK, new field name added in pay processing to accommodate SPK contribution. Pay processing > pay record

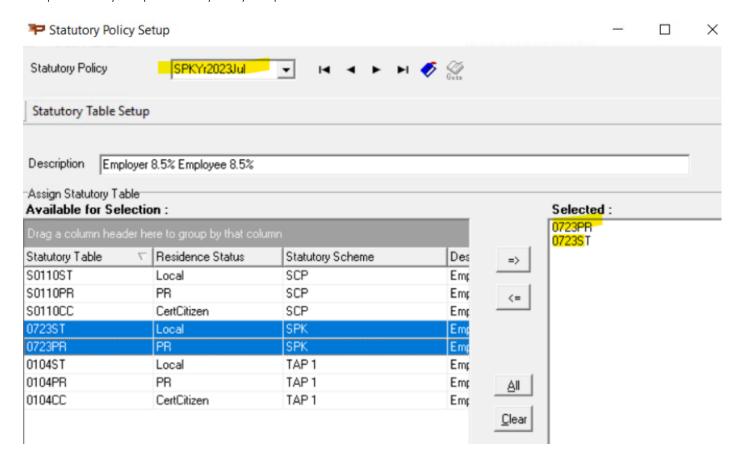


Wage formula setup label renamed to include SPK. Setup > Wage formula setup

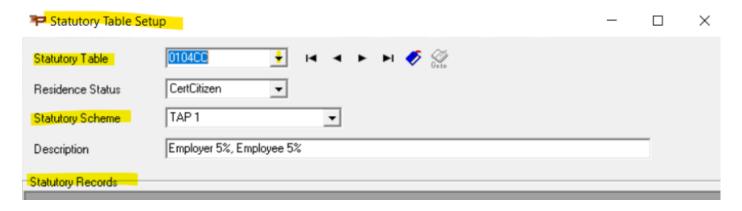




New policy is added for local and PR employees on setup policy tab. Setup > Statutory Setup > Statutory Policy Setup



New table added on statutory table setup to include SPK and Table Setup is renamed. Setup > Statutory Table Setup





Laser payslip renamed to include SPK. Reports > Payslip Generation Pre-printed payslip

	<u>Current</u>
TAP Wage:	0.00
SCP Wage :	5,675.00
Gross Wage :	5,675.00
Total TAP/SPK:	0.00
Employee TAP/SPK :	0.00
Employer TAP/SPK :	0.00
Total SCP :	196.00
	98.00
Employee SCP:	98.00
Employer SCP:	98.00
MVC 0.00 NWC 0.00	Employer TAP
NWC         0.00         ⊟Allocated           Total Wage         500.01         Basic Rate         500.01	SCP Wage

#### Non-preprinted payslip

NET WAGE:	5,577.
	<u>Current</u>
TAP Wage:	0.00
SCP Wage:	5,675.00
Gross Wage:	5,675.00
Total TAP/SPK:	0.00
Employee TAP/SPK :	0.00
Employer TAP/SPK:	0.00
Total SCP:	196.00
Employee SCP:	98.00
Employer SCP:	98.00



#### Malaysia

Fix TP3 form and PCB audit to generate the form in last month of pay.

### Hong Kong

Fix the MPF Submission for HSBC Trustee with new employee.

## Singapore

Enhanced new EasyPay workpass – ONEPASS
Enhanced Laser payslip to display position description.
Revised Foreign Worker Levy rate wef 1 September 2023 have been updated in EasyPay.
Fix incorrect entitlement for MOM childcare leave when calendar is January, and not January.
Fix allocation table and leave type to disallow invalid characters.



# This update applies to version 17:

## Bank File Update

#### Malaysia

Maybank 2E-RC SOCSO, EIS, EPF, CP39 format bank disk have been updated to the latest specifications.

#### **Philippines**

New Bankdisk, ANZ Transactive Cash Asia, Salary format have been updated to the latest specifications. HSBC (iFile), Salary format bankdisk have been updated to the latest specifications.

#### HongKong

New Bankdisk, HSBC XML, Salary format have been updated to the latest specifications.



# How to Contact Us

For information related to this release or how to upgrade please use the following contacts: Your Account Manager or Customer Success Manager

### Support department

- Email
  - o apac.premiumsupport.easypay@theaccessgroup.com (Singapore, Premium Plan)
  - o apac.standardsupport.easypay@theaccessgroup.com (Singapore, Standard Plan)
- Telephone
  - o +65 6336 6118 (Singapore, Premium Plan)
  - +603 2272 9999 (Malaysia)

#### General Website:

https://www.theaccessgroup.com/

# **Technical Information**

The remaining sections in the document outline information on product compatibility, any changes to system requirements and details related to resolved issues.

## **Product Compatibility**

The below table identifies the products that integrate with this version of Access EasyPay and indicates if an upgrade is required to any other product as part of this release.

Product Name	Versions supported	Upgrade required
Access EasyPay	v2023.10 or above	N/A



# System Requirement

# Access EasyPay

Туре	Database Server		Client		
	Minimum	Recommended	Minimum	Recommended	
Operating System	<ul> <li>Windows Server 2012 R2 / Windows Server 2016</li> <li>Windows Server 2019</li> <li>Windows Server 2022</li> </ul>		<ul><li>Windows 8.1</li><li>Windows 10</li><li>Windows 11</li></ul>		
Pre-requisite Software			Microsoft .NET Fran	nework 4.6.1	
Processor	Intel Core i5 or above     Xeon processor, 3.0 GHz		Intel Core i5 or above	Intel Core i5 or above	
RAM	• 4 GB	• 16 GB	• 4 GB	• 8 GB	
Hard Disk	900 MB for SQL Anywhere 17 installation     150 MB + 150 MB for transaction data/year     (based on 100 staff x 12 pay records x 12 leave records/staff/year without attachment)		2 GB for EasyPay installation & required software		
Network ports	SQL Anywhere: 2638 (Default)				
Screen Display	• Resolution: 1024 x 768 • 16/24/32-bit High Color				
64-bit Windows Support	<ul> <li>Access EasyPay is a 32-bit ap windows.</li> <li>To work correctly with third-</li> </ul>				
Operating System: With	latest windows updates & Supported	with known issues and limitation:	Ś		





