

Infopay20/Infopay20Lite V 8.00 Update. Date 20/10/2020

Please install this update, for compatibility purposes, even if you did NOT avail of the Temporary Wage Subsidy Scheme

This update facilitates the Reconciliation of TWSS for the dates 26/03/2020 to 31/08/2020

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Temporary Wage Subsidy Scheme.

These release notes should be read in conjunction with the Revenue Guidelines available at

<https://www.revenue.ie/en/employing-people/documents/twss/instructions-on-uploading-subsidy-paid-data-via-csv.pdf>

Press CTRL+Click to open the link or copy and paste in into your browser.

Please download and read these carefully as these guidelines contain detailed instructions on how to upload a Subsidy Paid CSV file.

How to create the CSV Reconciliation file

1. New Reports have been added to the Reports Menu

				LPT CHARGE 2020		LPT to Collect	LPT Tax Previous E
Total	Gross Pay	Allowable Deductions	Cumulative Taxable Pay	LPT to Collect	LPT Tax Previous E		
Employer	This Period	This Period	To Date		Periods	this	
305.76	305.76		305.76				
305.76	305.76		611.52				
305.76	305.76		917.28				
305.76	305.76		1,223.04				
305.76	305.76		1,528.80				
305.76	305.76		1,834.56				
305.76	305.76		2,140.32				
305.76	305.76		2,446.08				
305.76	305.76		2,751.84				
305.76	305.76		3,057.60				
305.76	305.76		3,363.36				
Covid19				TWSS Reconciliation		J9 Report	
2.23	12.23		SU-1	305.76	305.76		
	.43	198.95	J9-1	85.70	85.27		
	43	198.95	J9-1	85.70	85.27		

2. The J9 report forms the basis for the CSV file. It lists all the J9 payslips which had a value in the Covid 19 box. If no value is found, then the amount paid may have been entered under Non-Taxable Pay. If this is the case, please amend the payslip by moving the payment made to the COVID 19 box. Save the file, DO NOT UPLOAD TO REVENUE and rerun the J9 report

Create CSV File

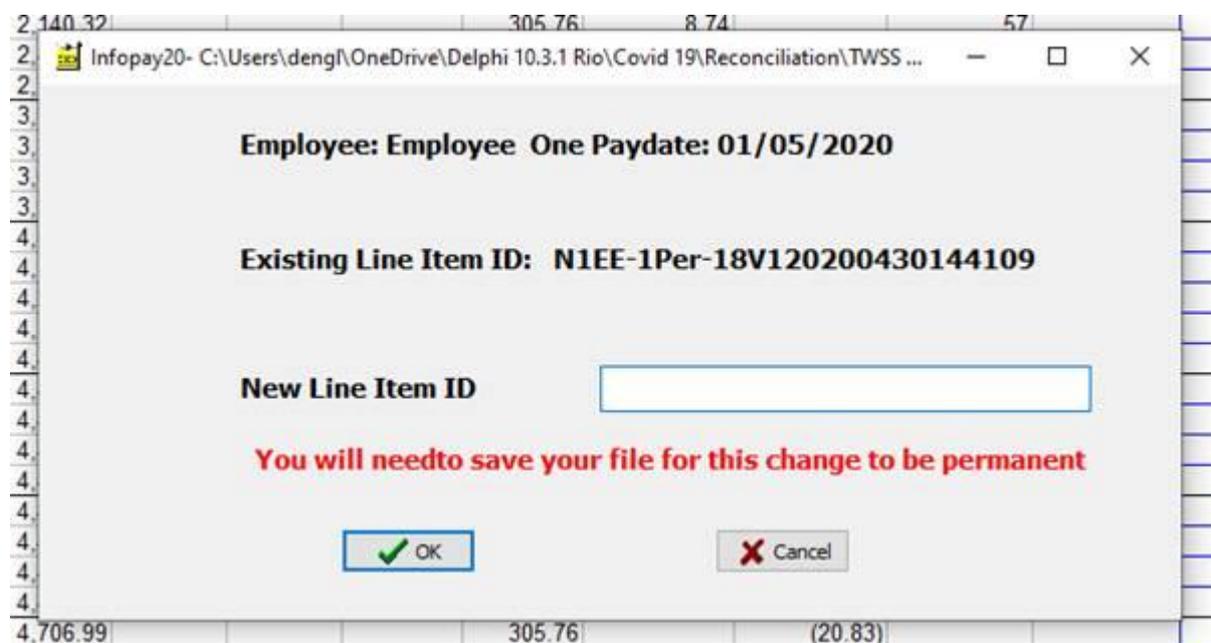
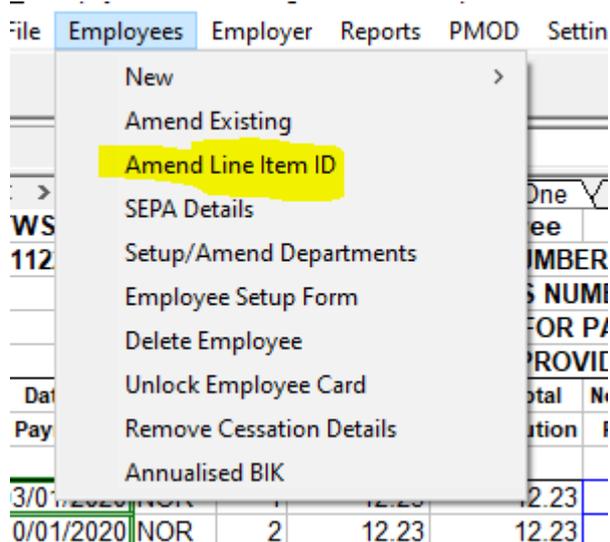
	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	TWSS and Company 1112223R													
2	SUBSIDY PAID ENTERED IN COVID-19 BOX AT J9 PRSI CLASS AS AT 19/10/2020													
3														
4														
5	Payroll Run Reference	Line Item ID	Employee Name	Employee PPSN	Employment ID	Pay Date	Subsidy Paid							
6														
7														
8	2020-Period-20200403	N1EE-1Per-14V1	Employee One	1234567T	1	03/04/2020	198.95							
9	2020-Period-20200410	N1EE-1Per-15V1	Employee One	1234567T	1	10/04/2020	198.95							
10	2020-Period-20200417	N1EE-1Per-16V1	Employee One	1234567T	1	17/04/2020	198.95							
11	2020-Period-20200424	N1EE-1Per-17V1	Employee One	1234567T	1	24/04/2020	198.95							
12	2020-Period-20200501	N1EE-1Per-18V120200430144109	Employee One	1234567T	1	01/05/2020	198.95							
13														
14	Employee Total						994.75							
15														
16	2020-Period-20200403	N1EE-2Per-14V1	Employee Two	1234567T	1	03/04/2020	350.00							
17	2020-Period-20200410	N1EE-2Per-15V1	Employee Two	1234567T	1	10/04/2020	350.00							
18	2020-Period-20200417	N1EE-2Per-16V1	Employee Two	1234567T	1	17/04/2020	350.00							
19	2020-Period-20200424	N1EE-2Per-17V1	Employee Two	1234567T	1	24/04/2020	350.00							
20	2020-Period-20200501	N1EE-2Per-18V120200430144109	Employee Two	1234567T	1	01/05/2020	350.00							
21														
22	Employee Total						1,750.00							
23														
24	2020-Period-20200403	N1EE-5Per-14V1	Employee Three	1234567T	1	03/04/2020	265.50							
25	2020-Period-20200410	N1EE-5Per-15V1	Employee Three	1234567T	1	10/04/2020	265.50							
26	2020-Period-20200417	N1EE-5Per-16V1	Employee Three	1234567T	1	17/04/2020	265.50							
27	2020-Period-20200424	N1EE-5Per-17V1	Employee Three	1234567T	1	24/04/2020	265.50							
28	2020-Period-20200501	N1EE-5Per-18V120200430144109	Employee Three	1234567T	1	01/05/2020	265.50							
29	2020-Period-20200508	N1EE-5Per-19V120200507161721	Employee Three	1234567T	1	08/05/2020	322.40							
30														
31	Employee Total						1,649.90							
32														
33														
34	Total Subsidy Paid						4,394.65							
35														

- The Covid 19 Payments Report lists all the payslips with a value in the Covid 19 box irrespective of the PRSI Class used. If a PRSI Class other J9 was used and it should have been J9, then amend the payslip, putting in the J9, AMEND THE PAYSリップ ON Revenue, save the file and re-run the J9 report.

SUBSIDY PAID ENTERED IN COVID-19 BOX AT ALL PRSI CLASSES AS AT 19/10/2020							
Payroll Run Reference	Line Item ID	Employee Name	Employee PPSN	Employment ID	Pay Date	Subsidy Paid	PRSI Class
2020-Period-20200403	N1EE-1Per-14V1	Employee One	1234567T	1	03/04/2020	198.95	J9
2020-Period-20200410	N1EE-1Per-15V1	Employee One	1234567T	1	10/04/2020	198.95	J9
2020-Period-20200417	N1EE-1Per-16V1	Employee One	1234567T	1	17/04/2020	198.95	J9
2020-Period-20200424	N1EE-1Per-17V1	Employee One	1234567T	1	24/04/2020	198.95	J9

4. Line Item ID's

If there are no Line Item ID's or Revenue rejects some of them when the CSV file is submitted, you will have to retrieve the correct line item for that payslip from ROS and amend the Infopay file. This can be amended as follows.



5. CSV File.

When you are satisfied with the integrity of the data in the J9 report please create and save the CSV file using the Create CSV File button. Upload the file through ROS in accordance with revenue instructions, which can be found at

<https://www.revenue.ie/en/employing-people/documents/twss/instructions-on-uploading-subsidy-paid-data-via-csv.pdf>

IF YOU ARE AN INFOPAY USER

Please download the latest version from <http://www.infopay.ie/2020/infopay20install.exe> or from the user support section of our website. Password : childspay

IF YOU ARE AN INFOPAYLITE USER

Please download the latest version from <http://www.infopay.ie/2020/infopay20liteinstall.exe> or from the user support section of our website. Password : childspay