MYOB Exo Employer Services

Australian Edition

2017.01

Release Notes

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Contents

Introduction

What's New in this Release?

The 2017.01 release contains compliance updates for the 2017–2018 payroll year. This release can be installed prior to 1 July 2017; compliance changes are not activated in the product until the relevant date. The 2017.01 release also includes updates to List windows, new backup options and fixes to issues identified in previous releases.

> **Note:** The compliance changes in this release include updates to payment summaries that affect the 2016/17 financial year—MYOB recommends that you install this version <u>before</u> generating payment summaries for the 2016/17 financial year.

The purpose of this document is to provide essential information on the installation and use of this release:

- The **Installation** section provides an overview of the installation process, including pre-installation requirements and post installation steps.
- The **New Features** section describes all new features introduced in this release.
- The **Resolved Issues** section describes all issues that have been addressed by this release.
- The **Known Issues** section details any issues in this release that have been identified as requiring attention.

Need assistance? If you have any questions or you need assistance with installing this update, please contact your MYOB Accredited Business Partner. Alternatively, the answers to most common installation issues can be found on the MYOB Enterprise Knowledgebase at http://myobexo.custhelp.com/.

Installation

Pre-Install Requirements

Requirements for PCs running Exo Employer Services components are detailed in the Minimum System Requirements document, available on the [MYOB website](#).

Installing Exo Employer Services

Information on installing and upgrading MYOB Exo Employer Services is maintained on the MYOB Enterprise Knowledgebase. See the following articles:

- [Upgrading MYOB Exo Employer Services Online](#)
- [Upgrading MYOB Exo Employer Services Manually (Australia)](#)
- [How do I run Network.exe?](#)

Note: Check the Known Issues section on page 18 for any known installation issues.

Check the Release

After the installation is complete, the version numbers of all MYOB Exo Employer Services applications should be as follows:

Application	Version
MYOB Exo Employer Services	2017.01
MYOB Exo Payroll	2017.01
MYOB Exo Employee Information	2017.01
MYOB Exo Time and Attendance	2017.01
Runtime Files	09.00.0000.7423

To check that this release installed successfully, check that the versions displayed on the About window (**Help menu > About**) match the versions listed here.

New Features

Tax Updates

The compliance changes and features introduced in Exo Employer Services 2017.01 are listed below.

Change/Feature	See
Changes to Tax Tables	page 3
Working Holiday Makers Tax Scale	page 3
Changes to Fringe Benefits Tax	page 6
State Payroll Tax Changes	page 8

> **Note:** The compliance changes in this release include updates to payment summaries that affect the 2016/17 financial year—MYOB recommends that you install this version <u>before</u> generating payment summaries for the 2016/17 financial year.

Changes to Tax Tables

This release includes the PAYG tax tables for the 2017–2018 payroll year, as well as the income thresholds and repayment rates that apply to the Higher Education Loan Programme (HELP) and Student Financial Supplement Scheme (SFSS) for the 2017–2018 payroll year.

MYOB Exo Payroll automatically applies the new rates and thresholds for pay periods that end on or after 1 July 2017.

> **Note:** Full information on all tax tables is available on the ATO website at: https://www.ato.gov.au/Rates/Tax-tables/.

Working Holiday Makers Tax Scale

A Working Holiday Makers (WHM) tax scale was introduced on 1 January 2017. Exo Payroll has been updated to support this; a new "Working Holiday Maker" option is available in the Tax Scale dropdown on the Employee Maintenance window.

> **Note:** See the <u>ATO website</u> for information on the requirements that must be met for an employee to qualify for the Working Holiday Makers tax scale.

Updating Historical Pays

While the new tax scale came into effect from 1 January 2017, it isn't available in MYOB Exo Payroll until the 2017.01 compliance release is installed, so employees can only be assigned the WHM tax scale for pays that were started after this version is installed. A new utility lets you edit historic pays for employees who should have been using the WHM tax scale, so that you can retrospectively assign them the correct tax scale.

Once you have assigned the WHM tax scale to all employees who should be using it, select **Edit Tax Scale for Working Holiday Makers** from the Utilities menu to open the new utility:

The window displays all employees whose tax scale is currently set to "Working Holiday Maker" on the Employee Maintenance window, and all closed pays that those employees appear in during the selected date range. You can filter the window by narrowing the date range or selecting a specific employee to display.

The **Tax Scale** column displays the tax scale that the employee was on in the historic pay. To update employees' tax scales, select the records that you want to update by ticking the relevant boxes in the **Select** column, select the tax scale that you want to change the employee(s) to from the dropdown at the bottom of the window, then click **Update Tax Scale**.

> **Note:** You do not necessarily have to update all pays from 1 January 2017—select only those pays in which employees were using the WHM tax scale, e.g. if an employee did not qualify for the WHM tax scale until 1 March 2017, you only need to update historic pays from 1 March.

Effects on Payment Summaries

Because the WHM tax scale was introduced halfway through the 2016/17 financial year, when generating payment summaries for that year, records will be split for any employees who moved to the WHM tax scale.

A new **Type** box has been added to the Individual Non-Business Payment Summary:

This indicates the income type; it will contain "S" for standard income and "H" for income under the WHM tax scale. For employees who moved to the WHM tax scale during the 2016/17 financial year, the payment summary will have two pages: one where the type is "S" and one where it is "H". Similarly, the PSAR file (formerly EMPDUPE—see page 9) created by the Electronic File payment summary will contain two records for employees who moved to the WHM tax scale.

Summary of Changes

In summary, the process you should follow to ensure that employee records and payment summaries have the correct information is as follows:

1. Install Exo Employer Services 2017.01.

2. For any employees who qualify for the WHM tax scale, open the Employee Maintenance window and select "Working Holiday Maker" from the Tax Scale dropdown.

3. Run the Edit Tax Scale for Working Holiday Makers utility and update all historic closed pays in which employees were using the WHM tax scale.

4. Generate payment summaries for the 2016/17 financial year.

Changes to Fringe Benefits Tax

The Fringe Benefits Tax rate for the 2017–2018 year is 47%. As the FBT year runs from 1 April to 31 March, the new rate came into effect on 1 April 2017.

The reporting requirements for FBT have also changed. The ATO now requires employers to report whether or not they are exempt from FBT under section 57A of the Fringe Benefits Tax Assessment Act 1986.

New options to capture this information are available on the Setup Payroll window at Company setup > Employer details:

When an employer is exempt from FBT, it is still possible for an employee to perform some duties that are exempt from FBT, and some duties that are not; to allow for this, a new option is available for fringe benefits on the Non-Cash Benefits window in Standard and Current Pays:

This option appears when the **Employer Exempt from FBT** option on the Setup Payroll window is ticked. Its default setting is determined by the settings on the Setup Payroll window, but you can tick or untick it for benefits in employees' Current or Standard Pays to change their eligibility for FBT.

The Individual Non-Business and Electronic File payment summary reports have been updated to display the FBT exempt status:

> **Note:** In some cases, reportable fringe benefit amounts in open pays may not appear on payment summaries. Make sure to update <u>all</u> pays (Current and One-Off) before generating payment summaries.

State Payroll Tax Changes

The following state payroll tax rates and thresholds are used by MYOB Exo Payroll:

State	Financial Year	1 July – 31 Dec	1 Jan – 30 June	Annual wage threshold
ACT	current	6.85%	6.85%	$2,000,000
	2017–2018	6.85%	6.85%	$2,000,000
New South Wales	current	5.45%	5.45%	$750,000
	2017–2018	5.45%	5.45%	$750,000
Northern Territory	current	5.5%	5.5%	$1,500,000
	2017–2018	5.5%	5.5%	$1,500,000
Queensland	current	4.75%	4.75%	$1,100,000
	2017–2018	4.75%	4.75%	$1,100,000
South Australia	current	4.95%	4.95%	$600,000
	2017–2018	4.95%	4.95%	$600,000
Tasmania	current	6.1%	6.1%	$1,250,000
	2017–2018	6.1%	6.1%	$1,250,000
Victoria	current	4.85%	4.85%	$575,000
	2017–2018	4.85%*	4.85%*	$625,000
Western Australia	current	5.5%	5.5%	$850,000
	2017–2018	5.5%	5.5%	$850,000

> **Note:** Some states are not due to release their budgets until after this release has been made available. Should any changes to state payroll taxes be announced following this release, MYOB will issue a service pack release to apply the changes.

* The payroll tax rate in Victoria falls to 3.65% for businesses where 85% of their payroll comprises employees working in regional areas. If this applies to your company, you can override the payroll tax rate using the new override fields on the Setup Payroll window—see page 9.

Overriding Payroll Tax Rates

This release adds the ability to override the payroll tax rate and threshold for your company. This allows companies in Victoria to change their rate if they apply for the 3.65% tax rate (see page 8), and it will give companies the ability to instantly update their payroll tax settings if rates or thresholds change during the financial year. New fields are available on the Employer details section of the Setup Payroll window:

The **Annual Threshold** and **Payroll Tax Rate** fields display the default values for the company's state (these will be the values applied by the most recent compliance release—see page 8). To override a value, tick the **Override** box next to it and enter the new value.

Electronic Reporting Specification – PSAR v13

MYOB Exo Payroll complies with the ATO specification for the preparation of the electronic version of the PAYG withholding payment summary annual report (PSAR version 13.0.0).

In previous versions, the PSAR file was called the EMPDUPE file. When generating the Electronic File report, the **Destination** is now "PSAR", and the filename defaults to "PSAR" plus the year that the file is being generated for:

Changes to Child Support Deductions

This update was originally introduced in Exo Employer Services 2016.04.

From 1 January 2017, the Child Support Protected Earnings Amount (PEA) changed as follows:

Frequency	Amount
Weekly	$358.05
Fortnightly	$716.10
Monthly	$1,556.88

Any new Child Support Deductions created after the installation of this release will contain these values as defaults. MYOB Exo Payroll does not automatically update these amounts in existing Deductions, however; you must edit them on the Deductions Maintenance window for each Child Support Deduction (if you have not done so already):

The PEA amounts must be updated as shown for the first pay after 1 January 2017.

Maximum Super Contribution Base

For employers who enforce the maximum earnings base for super guarantee contributions, the maximum super base quarterly amount has increased to $52,760 for the 2017–2018 financial year. Update the **Maximum Earnings Base** property to this amount on the Superannuation Maintenance window for all superannuations where the **Contribution Type** is "SG". Any new Superannuations created in the 2017–18 financial year will have their **Maximum Earnings Base** set to the new amount by default.

ETP Changes

Employment Termination Payment (ETP) threshold amounts have changed as follows for the 2017–2018 financial year:

Amount	Old Value	New Value
ETP Cap	$195,000	$200,000
Base limit	$9,936	$10,155
Completed years service	$4,969	$5,078

New companies created in the 2017–2018 financial year will be given these values by default. For existing companies, you must edit the values on the Setup Payroll window at Payment setup > Termination Payments:

Updates to List Windows

Leave Balance List

A new Leave Balance list window is available to provide easy access to Holiday Pay information for all employees in the system. Open the Holiday Pay window by selecting the **Report Views > Leave Balance** option from the Reports menu.

> **Note:** Access to the Leave Balance window is controlled by the **Report – Leave Balances** option on the Access Rights tab of the User Security window. The Report Views option also contains links to the Employee List and Pay List windows (if the user has access rights to view them).

As with the other list windows, you can use the dropdowns at the top of the window to filter the list. Click **Clear Filters** to reset all dropdowns to their defaults. The controls in the Custom Views section let you choose which list columns to display, auto-size all columns and save or load the current column layout.

Click the **Copy** button to copy the contents of the list to the clipboard. If Microsoft Excel is installed, this button is replaced with an **Export** button, which exports the contents of the list to an Excel file in the .XLSX format.

List Window Export Options

A new **Export Option** dropdown is available on the Employee List and Pay Details windows:

This lets you specify what data should be exported when you click the **Export** button: all data, or only the data that is currently displayed in the list.

Updates to Backup Options

This release adds new options to the Backup Options window:

You can now choose to keep all backups, or to keep a specified number of backup sets. When **Keep all Backups** is selected, the system will never delete old backup sets—you may need to do this manually if the backups start to take up too much hard drive space.

> **Note:** The setting you choose applies to all companies and all Exo Employer Services modules in your system.

Superannuation Limits

This release adds the ability to limit superannuation contributions to a set amount per week—this supports piece workers whose superannuation is calculated based on the value of hours worked. A new **Limit Super Contributions** option is available on the Superannuation Maintenance window:

When this option is ticked, the **Minimum Earnings Base** and **Maximum Earnings Base** fields are hidden and a new **Maximum Super Contributions Amount** field becomes available. Enter the maximum contribution amount that each employee can receive per week (this will be multiplied according to employees' pay frequencies, e.g. the maximum amount for an employee who is paid fortnightly would be twice the amount you enter here).

If a superannuation has a maximum contribution amount set, this will be highlighted when adding or editing it in employees' pays:

The Superannuations window in Current and Standard Pays has a new **Limit SGC** column, which displays the amount contributions are limited to, if one exists:

Termination Warning Message

Exo Payroll now warns you if you are terminating an employee who is included in another open Current or One-Off Pay:
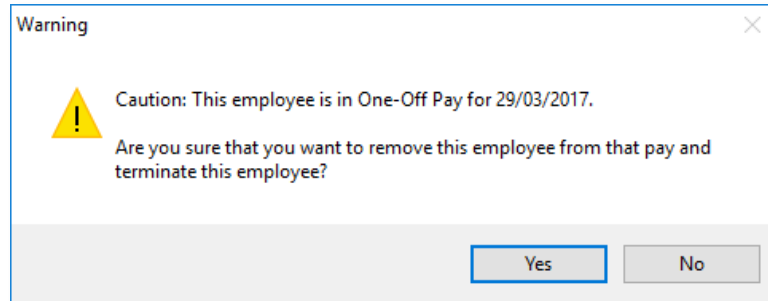
Resolved Issues

The following issues have been addressed in this release:

Problem Record	Service Request	Description
143635657858	143298748451	An error occurred when printing the Hours Analysis report if it included Cost Centres whose codes were 11 digits or longer. This has been resolved.
143239047385	143236521966	Backups were not acting in accordance with the Number of Backup Sets option on the Backup Options window. This has been resolved; new options have been added to this window—see page 13.
143965591459	143724522896	In some cases, the Employees report could contain duplicate lines for each employee when exported to Excel. This has been resolved.

Known Issues

The following Known Issues have been identified in this release.

Error 2066 in a networked environment

The FoxPro error: "2066/Index file [filename].CDX is corrupt. Please rebuild it" can occur persistently on network systems that have a Server 2008 operating system with workstations running Windows Vista, Windows 7 or 2008 Terminal Server; or peer-to-peer networks where the server/workstation is running a Windows Vista or Windows 7 operating system, and one or more other workstations are also using a Windows Vista or Windows 7 operating system.

For information on this issue and suggested workarounds, see the following articles on the MYOB Enterprise Knowledgebase:

- [What to do when getting an Error 2066 message](#)
- [Consistent error 2066 in a networked environment](#)