

Release Notes: e@syFile™ Employer version 6.0.4

- An updated security certificate is included in this release to ensure successful installation, no additional changes in functionality.

Release Notes: e@syFile™ Employer version 6.0.3

- A fix to the function for manual capture of certificates:
 - Ensure that manual certificate numbers meet the minimum length
 - Prevent capture of duplicate certificate numbers
- A fix to the submission process to include all certificates in submission files, discounting employee records with no certificates
- Correction to function to generate certificates in PDF
- A fix to the DB merge function (to aggregate certificates when merging multiple files for the same PAYE reference number)

Release Notes: e@syFile™ Employer version 6.0.2

- A correction to the Agents Appointments function to allow users to provide feedback on high volumes of ITA88 outcomes in a single submission
- A correction to the CSV import process to ensure that certificate details are displayed correctly after import
- Certificates will remain in a submitted status after the IRP5 PDF has been viewed on employee details function
- Addition of an option to Restore backup files when user opens e@syFile Employer



Release Notes: e@syFile™ Employer version 6.0.1

- A correction to the encryption process where, under certain circumstances, the login credentials are not saved correctly after updating to V6.0.0. This resulted in an error message indicating incorrect login details even though the user had provided the correct username and password.

- New Login credentials (encryption) file will be created for e@syFile instances that are currently inaccessible
- Correction to import process to allow multiple imports for a single PAYE number without logging off and restarting the application between imports
- Correction to Restore process: EMP501 historical data included in backup will now display correctly after restoring database or backup files.

Release Notes: e@syFile™ Employer version 6.0.0

Information security is becoming more and more important as risks of fraud, unauthorised access to information and phishing is become increasingly common.

Given the sensitive information stored relating to employees and payroll data within e@syFile™ Employer, the South African Revenue Service (SARS) is introducing new security features to ensure that e@syFile Employer data is protected and secure.

By incorporating industry-strength encryption and decryption standards, the latest e@syFile™ Employer update will ensure your database and backup files are encrypted with a unique key when not in use. What this means is, only users with valid e@syFile™ Employer login details, will be able to access the information.

To assist employers the following new and/or updated functions have been included in e@syFile™ Employer for the 2012/02 PAYE Reconciliation Period:

- New database encryption and decryption
- The e@syFile Employer application database is now partitioned by Pay-As-You-Earn (PAYE) reference number
- A new notification centre to replace the Inbox under Utilities
- Changes to the process for the backup, merge and restore of databases
- An update to the manner in which single / bundled IT Registration results are retrieved

A quick guide to the new and updated functions included in this release is available, visit the SARS website to download: www.sars.gov.za>Tax Types>Paye As You Earn

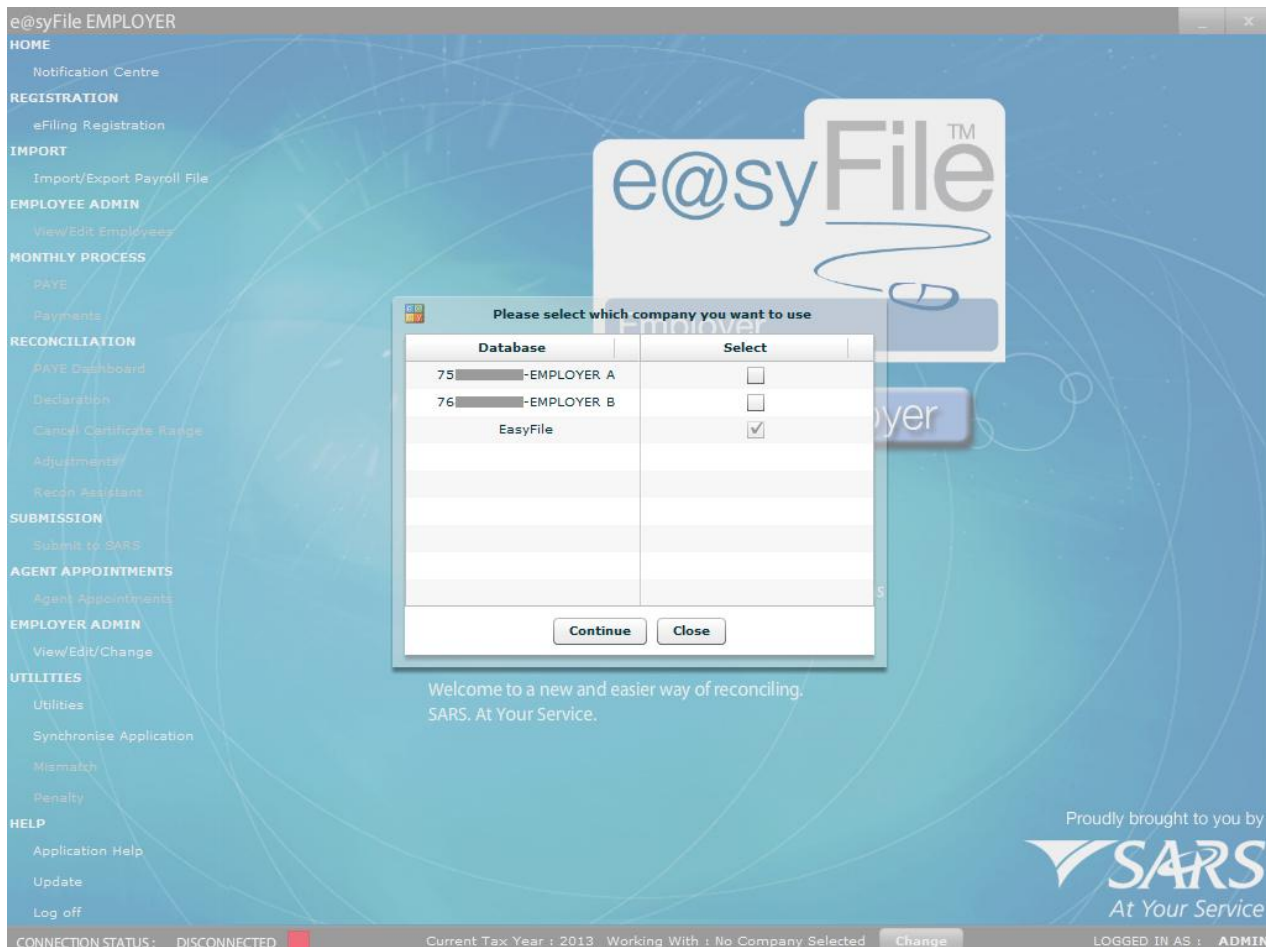
1. New Database encryption and decryption

- In order to keep up with the growing need to protect sensitive information, encryption and decryption functions will be introduced. e@syFile™ Employer database files, including back-up files, will be encrypted with a unique key. After login, users will select a database for a specific PAYE reference number or employer when a decryption process will be initiated, to allow access to the information for that specific employer or PAYE reference number.
- When a user logs off or closes the software, all database files will be encrypted for protection once again. It is imperative that users protect and save their unique “key” file with all database or back-up files.

2. Database partition by Pay-As-You-Earn (PAYE) reference number

- The e@syFile™ Employer software has been enhanced to divide information, included in an existing database file, by PAYE reference number.
- Each user will now have a master database file, and additional database files for each PAYE reference number or employer included within their responsibility.

- This partition of database files will enable users to manage the information per employer or PAYE reference number.
- All correspondence received will be included in the master database file, and information related to Employer Reconciliation Declarations (EMP501), Monthly Employer Declarations (EMP201) and payments will be included in the individual employer database files.
- **Knowing your e@syFile™ Employer login details is very important, as without these the database files cannot be accessed.** This includes the ADMIN username as well as the two user profiles created.

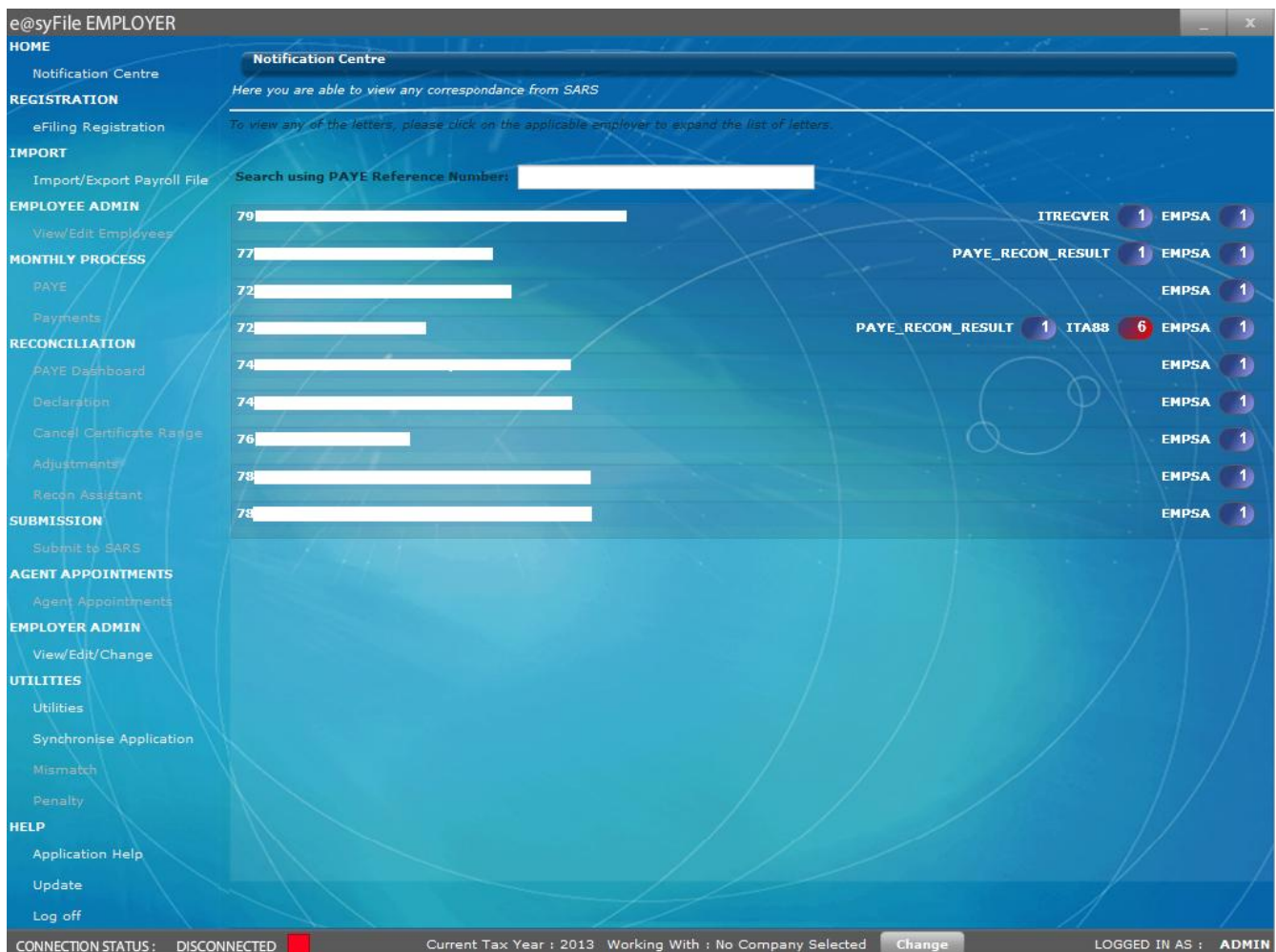


3. New Notification Centre

- A new Notification Centre has been included to replace the Inbox in the Utilities menu to improve the synchronisation process and retrieval of electronic correspondence
- The new Notification Centre will automatically sort retrieved correspondence by PAYE reference number, as well as letter type, making it easier to manage correspondence and related processes.
- The new Notification Centre also includes a record count for each letter type, displayed for each employer.

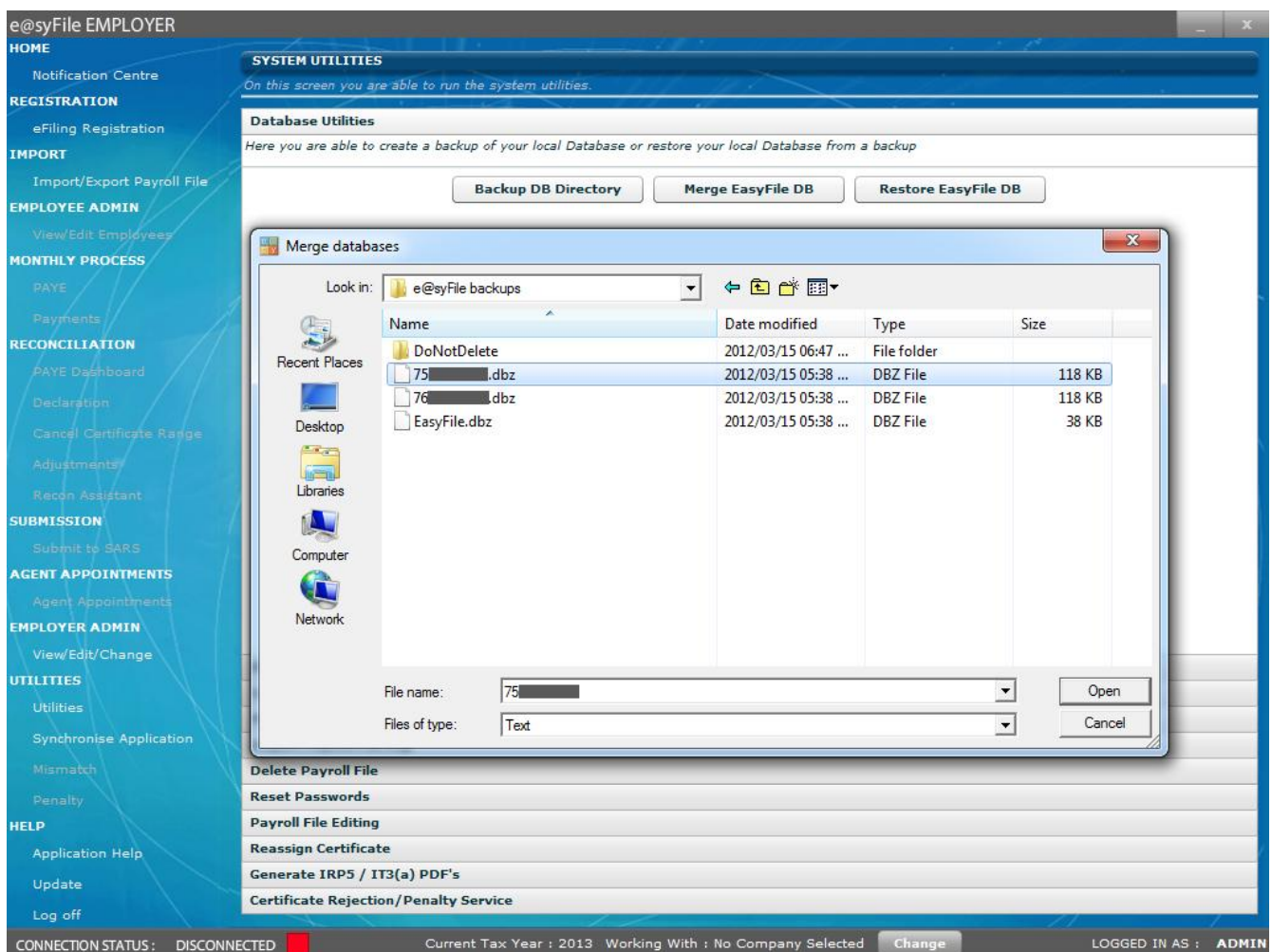


- The Notification Centre can be viewed for new correspondence available, which can be accessed by synchronising.
- ITA88 Agent appointment correspondence will be added to the individual employer database files once an Agent Appointment notification has been accessed via the Notification Centre menu. Details can still be accessed and managed from the Agent Appointments menu option once the letter has been opened.



4. Update to database backup, merge and restore process

- Backups
 - New back-up files will be zipped (compressed) and will include data for all the PAYE reference numbers included in the e@syFile™ Employer database.
- Restore
 - The e@syFile™ Employer login details, which created the back-up file, will be needed when restoring the back-up. The encrypted data contained in the back-up will not be accessible unless the e@syFile™ Employer login details which created the back-up are used, due to the new added precaution – New database encryption and decryption
- Merge multiple database files
 - Backup files created on V5.0.9 or older: The merge process includes the division of all information included in the selected backup database file by PAYE reference number.
 - Backup files created on V6.0.0 or later: Users will select the PAYE number file within the backup directory from the destination folder where it was saved. (You will need to “unzip” the back-up folder first)
 - This option will also enable users to create database files for a single PAYE number previously included in a combined database file



Other fixes include

- Correction to the validation rules for source codes 4115 and 3901 for 2012 and later tax years to align to PAYE CSV specification

- Improvement to reliability of synchronisation process when downloading high volumes of correspondence.
- Enhancement to Bulk ITREG synchronisation process to improve certificate matching where employer has unsynchronised results for previous recon periods.
- Correction to address an error message displayed when completing an EMP501 submission for employers with high certificate volumes.

A quick guide to the new and updated functions included in this release is available, visit the SARS website to download:
[www.sars.gov.za>Tax Types>Paye As You Earn](http://www.sars.gov.za/Tax%20Types/Paye%20As%20You%20Earn)

Release Notes: e@syFile™ Employer version 5.0.9

- Correction to EMP201 returns to allow editing of amounts for SDL and UIF
- Change in pre-submission validation for older reconciliation periods: only new or amended certificates will be included in the validation process, all certificates with a submitted or cancelled status will be excluded from pre-submission validation process.
- Correction to the internet submission process for large employers where EMP501 resubmissions resulted in an error message.
- Updated reconciliation periods to allow synchronisation and retrieval of BULK IT Registration completed after the 201108 reconciliation period

Release Notes: e@syFile™ Employer version 5.0.8

- EMP201 returns have been updated to include Tax Practitioner details
- The option to select Transaction year and Reconciliation period for (EMP201, EMP501, EMP601, Payment mismatch, PAYE Dashboard and PAYE Recon Assistant) submissions will automatically become available for current filing periods. Example: on 1 March 2012, transaction year 2013, and reconciliation periods 2012/08 and 2013/02 will be available to select from the drop-down menu's in e@syFile Employer
- An error message will display, advising the employer to contact SARS when a user attempts to use Recon Assistant functionality if more than 500 transactions reflect on the relevant PAYE account.
- ITA88's: Export to payroll file will now include details of cancelled agent appointments. Also addresses issue where additional field items were incorrectly exported in the IT88 payroll file
- EMP501: fix where statement was not returned when employer had selected custom statement dates instead of a full transaction year

Release Notes: e@syFile™ Employer version 5.0.7

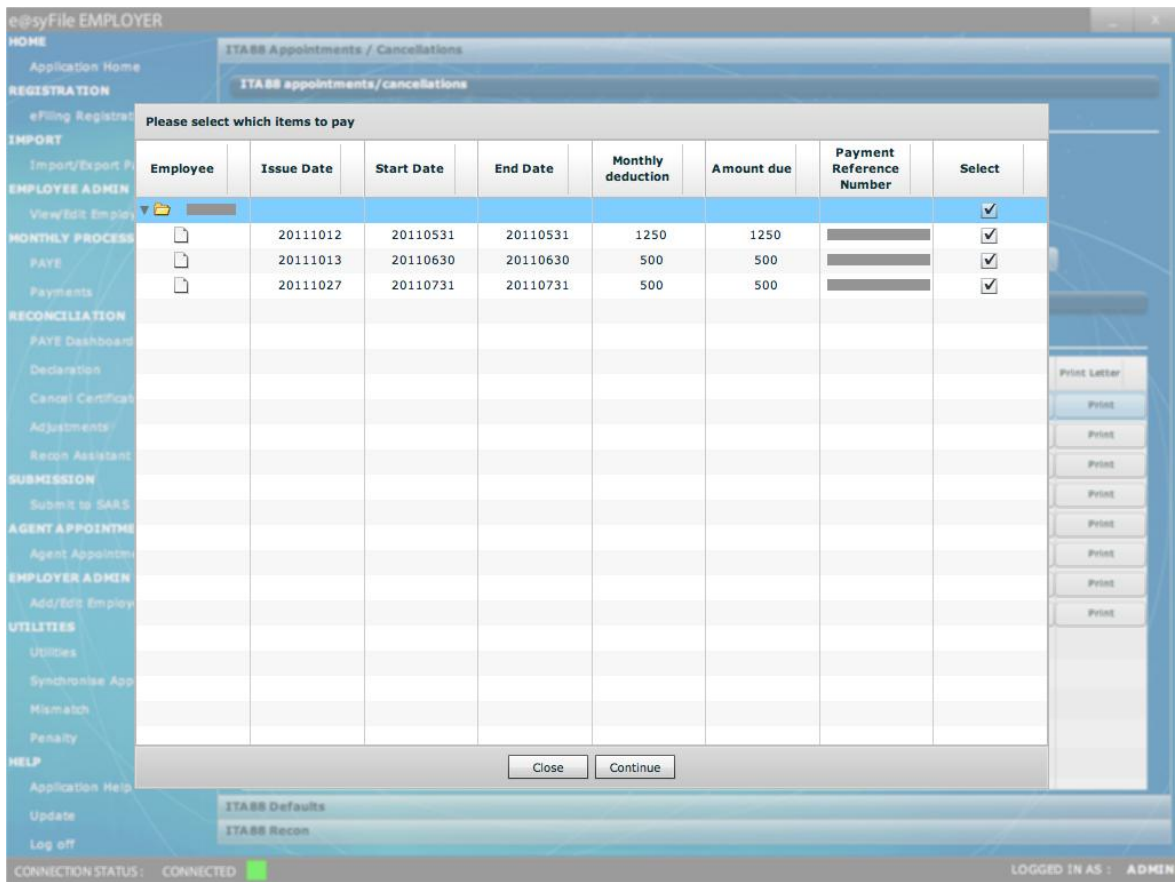
- Correction to pre-submission validation when ISO-characters result in failed validation. Where invalid ISO-characters are detected, the pre-submission validation report will include the certificate number linked to the employee record(s) with ISO-character(s) to enable Employer to correct or cancel affected certificate.
- When unnecessary information was captured for Nature of Person options B/D/E/F/G/H, the application will exclude these fields (e.g. date of birth / inception date) from data included in submission file and pre-submission validation.
- When an update of the application is available, users will have an option to create a backup file first before proceeding with application update.
- During synchronisation process, where multiple results were available for a taxpayer, the record count received appeared to exceed the record count available. A correction to the synchronisation process will prevent the record count to continue once the relevant employee record was updated with the IT number status returned.
- Correction to validation performed to address issue warning for tax reference numbers missing from employee records were not being displayed for certain CSV payroll files
- Under certain circumstances, payment allocation did not display correctly. Correction to electronic process when using Mismatch functionality, expected payments and debits will now display accurately.
- Correction made to prevent Income Tax reference numbers updated to 10 zeros during synchronisation of BULK ITREG results, where insufficient information was provided.

- **ITA88's (Agent Appointments):**

- Correction to the electronic process to avoid duplication when synchronising to retrieve updated ITA88 correspondence
- Once updated ITA88 correspondence has been received, the drop-down list will now display employer list correctly
- Correction to the detailed listing after selecting an employer, the taxpayer list will now display employer list correctly
- Correction to the option to print ITA88 notices
- When a user selects the option Agent Appointments/ Cancellations, the list of taxpayers will now display correctly
- Correction to the process when updating and submitting outcomes
- The "export to payroll" file after submission of outcomes will now list employee details correctly with updated outcome status
- When processing bulk payments after submission of updated outcomes, split payments for 3 and 6 month affordability options will be calculated correctly.
- Enhancements to the ITA88 process includes an additional option to manage payment instalments for each taxpayer

The screenshot displays the 'ITA88 Appointments / Cancellations' screen in the e@syFile EMPLOYER application. The interface is divided into several sections:

- Navigation Menu (Left):** Includes sections like HOME, REGISTRATION, IMPORT, EMPLOYEE ADMIN, MONTHLY PROCESS, PAYE, RECONCILIATION, SUBMISSION, AGENT APPOINTMENTS, EMPLOYER ADMIN, UTILITIES, and HELP.
- Search and Filter Section:** Features an 'Employer' dropdown, a 'Search' field with a 'Name' dropdown, and 'Issued date from' and 'Issued date to' date pickers.
- Action Buttons:** 'Export to payroll file', 'Import from payroll file', 'Export to CSV', 'Submit', and 'Manage Payments'.
- ITA88 Details Table:** A table showing results for the search criteria. The table has columns for Name, ID Number, Income Tax Ref, Outcome, Transaction Details, and Print Letter. The first row is checked and shows 'Employment confirmed'.
- Footer:** Shows 'CONNECTION STATUS: CONNECTED' and 'LOGGED IN AS: ADMIN'.



- **Penalties and Disputes**

Introduction of new functionality to enable users to retrieve PAYE penalty correspondence electronically. Penalty letters will be retrieved using the synchronisation process.

e@syFile EMPLOYER

HOME
Application Home

REGISTRATION
eFiling Registration

IMPORT
Import/Export Payroll File

EMPLOYEE ADMIN
View/Edit Employees

MONTHLY PROCESS
PAYE
Payments

RECONCILIATION
PAYE Dashboard
Declaration
Cancel Certificate Range
Adjustments
Recon Assistant

SUBMISSION
Submit to SARS

AGENT APPOINTMENTS
Agent Appointments

EMPLOYER ADMIN
Add/Edit Employer

UTILITIES
Utilities
Synchronise Application
Mismatch
Penalty

HELP
Application Help
Update
Log off

SYSTEM UTILITIES
On this screen you are able to run the system utilities.

Inbox
Here you are able to view any correspondence from SARS
To view any of the items, please double click the row. Mark All Read

Taxpayer	Reference Number	Date	Message Type	Status	
		20110701	AP34	ISSUED	Dispute
		2011/06/19	ITA88 Agent Appointments Created	ISSUED	
		2011/02/28	EMPSA	ISSUED	

Database Utilities

- EMP501 Status Dashboard
- Case Status Dashboard
- Pre-Submission Validation Report
- Import Payroll File Log
- Delete Payroll File
- Reset Passwords
- Payroll File Editing
- Reassign Certificate
- Generate IRP5 / IT3(a) PDF's
- Certificate Rejection/Penalty Service

CONNECTION STATUS: CONNECTED ■ LOGGED IN AS : t

Options to lodge disputes against penalties raised include the following options:

- Request for Remission
- Notice of objection
- Notice of appeal

Request For Remission - Below select item(s) to dispute

Transaction No.	Description	Date	Amount
201002			
5	PAYE-EMP501 RECON OUTSTANDING	2011-02-01	2164.53
201102			

Notice Of Objections - Below select item(s) to dispute

Transaction No.	Description	Date	Amount
201002			
201102			

Notice Of Appeal - Below select item(s) to dispute

Transaction No.	Description	Date	Amount
201002			
201102			

CONNECTION STATUS: CONNECTED ■ LOGGED IN AS : t

A user guide to explain the new functionality will be published on www.sars.gov.za

Release Notes: e@syFile™ Employer version 5.0.6

- Additional correction to the validation rules for source codes 4115 and 3901 for 2012 and later tax years to align to PAYE CSV specification

Release Notes: e@syFile™ Employer version 5.0.5

- A correction has been made to the encrypted file generated for offline electronic medium (disk) submission to enable SARS to process these submissions in cases where certificates were cancelled by means of an EMP601. These submissions were being rejected previously due to an error in the calculation of the control total record count in the PSV file.
- Cancelled certificates will no longer be included in recon submission, and therefore will not form part of the pre-submission validation checks.
- An error has been corrected in the eFiling synchronisation process that was resulting in not all active employer profiles linked to a eFiling username being included during the download of correspondence and ITREG results.
- The search function on the "View/Edit Employee" function now correctly returns search results that includes new employees added through the importation of an "ITREG" CSV file

Release Notes: e@syFile™ Employer version 5.0.4

- Correction to the validation rules for source codes 4115 and 3901 for 2012 and later tax years to align to PAYE CSV specification

Release Notes: e@syFile™ Employer version 5.0.3

- Correction to the validation rules for source codes 4115 and 3901 for 2012 and other tax years to align to PAYE CSV specification
- Correction for a defect where under a particular scenario the tax certificate values used to prepopulate EMP501 return are calculated incorrectly.
- Update to ITREG payroll file export process to include latest ITREG results where synchronisation results downloaded multiple times

Release Notes: e@syFile™ Employer version 5.0.2

- Enhancements to search and filter options on “View/Edit Employees” screen includes the following:
 - In order to enhance search and filter functionality, a “Search” button was added to the “View/Edit Employees” page. Users can now enter or select search criteria before using the “Search” button to initiate the database filtering
 - Correction to search results display: previously, search results were reset when “Next page” button was used
 - Income Tax reference number Status drop down will now sort and display as expected
- “2012” was added to the drop-down list when requesting a PAYE Statement of Account
- The “Export to Payroll” button was removed from the “View/Edit Employees” page. The option on the left hand side menu “Import/Export Payroll File” will include Bulk, Bundle and Individual Income Tax Registration results in the export file
- An extra option to select a specific Recon Period was added to the Export Payroll file functionality
- Correction to generation of EMP601 PDF's when multiple certificates (more than 8) or more than 4 certificate ranges were cancelled
- Correction to the Utilities menu option to generate IRP5 / IT3(a) PDF's: previously all certificates available for the specific recon period were generated in the selected folder
- Corrections to validation with CSV import, manual capture and Pre-submission validation to align with current PAYE BRS document available for download on www.sars.gov.za:
 - Employer business address street number field (source code 2063) now optional
 - “Gratuities (PAYE)” (3901) can now be used in conjunction with “Non-refundable Employee’s Tax Deductions” (4115)
- A new ITREG BRS document has been published and is available for download on www.sars.gov.za

Release Notes: e@syFile™ Employer version 5.0.1

- Enhancements to search and filter options on “View/Edit Employees” screen includes the following:
 - Correction to filtering process when Tax Year drop-down menu is used
 - Correction to filtering when First Name or Last Name options were used as search criteria
- Correction to display of Income Tax Registration status on "View/Edit Employees" function for individuals that have the correct income tax reference number recorded.
- Correction to “Export to Payroll” file trailer totals to align with PAYE BRS published on www.sars.gov.za

Release Notes: e@syFile™ Employer version 5.0.0

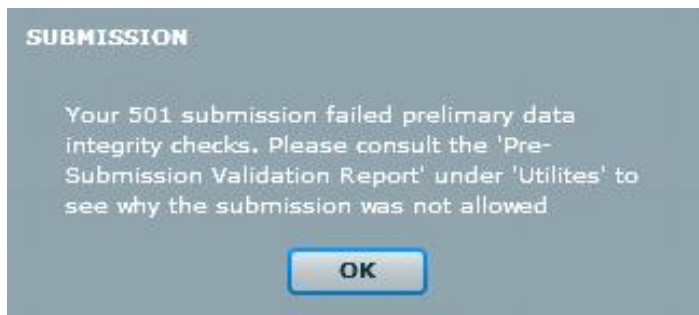
1. Version lock-out of old e@syFile versions

To ensure that users do not use previous versions with outdated validation rules, a “version check” will be added to the EMP501 submission files as well as Income Tax Registration (ITREG) functionality.

- **Users will not be able to submit using previous versions (V4.3.4 and prior)** - both internet and manual submissions will be rejected
- Income Tax Registration requests submitted from prior versions will also be rejected

2. Pre-submission validation

- Additional validation will be performed upon submission to ensure successful processing of EMP501 and certificates
- Should the EMP501 submission fail the preliminary data integrity check, the user will be directed to a new menu option, “Utilities – Pre-Submission Validation Report” where errors will be clarified, including the certificate number, surname and incorrect field.

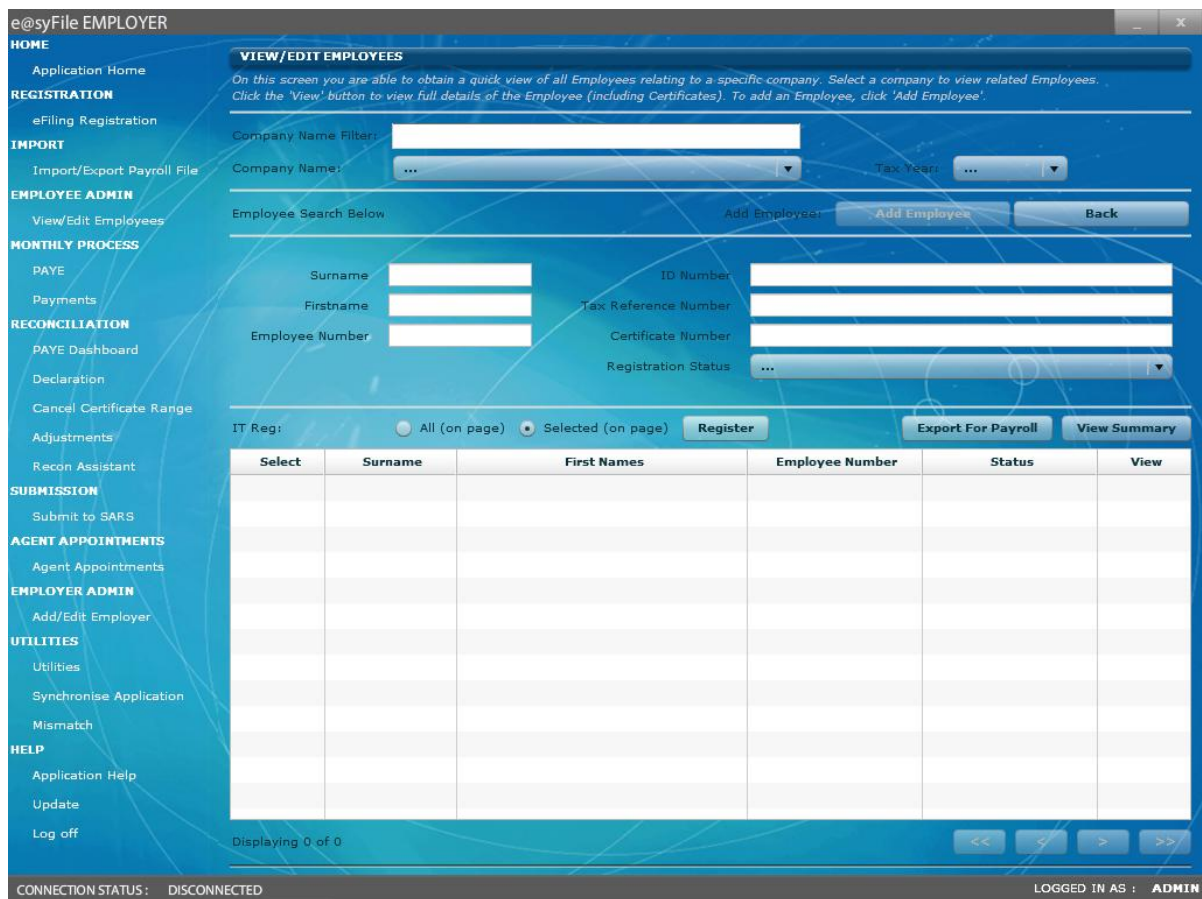


3. Utilities – Status Dashboard

- Status updates will provide more specific information when EMP501 submission is rejected

4. Income Tax registration

- Bundled ITREG process is now available on e@syFile™ Employer, enabling employers to register up to 100 employees at a time, but not exceeding 1 000 within a month. Employee details can be captured manually on e@syFile™ Employer for Bundle ITREG request or the employee records can be imported from the payroll application using a CSV file.
(Specifications included in published PAYE BRS on www.sars.gov.za)
- Bundle ITREG results will be available within 24 hours via the synchronisation process.
- Bulk, Bundle and Individual ITREG results will include one of the following statuses
 - Registered (new Income Tax reference number provided)
 - Existing Taxpayer (employer to obtain number from the individual)
 - Unable to Register–Employee must contact SARS (i.e. multiple registration found)
 - Insufficient Information (i.e. invalid postal address, incomplete address details)
 - Non-Individual (i.e. ID supplied belongs to a TRUST)
- Enhancements to layout and search options on “View/Edit Employee” page, including a column on employee listing panel to display Income Tax reference number status for employee records



- “View Summary” button added on View/Edit Employee page – this will display a summary of Income Tax reference number status for all employee records

- “Export for Payroll” button added on View/Edit Employee page to create a CSV file with Bulk, Bundle and Individual ITREG results that can be imported on the payroll application to update employee records. Individual ITREG results were excluded from the export file before.

5. Synchronise application - enhancements

- ITREG results can only be retrieved when using e@syFile™ Employer V5.0.0 or later

- Enhancements to the process when retrieving ITA88 correspondence to approve application stability
- When synchronising to retrieve results for the Bulk ITREG performed by SARS, the process will fail should the user initiate the process without the relevant database or certificates (previous EMP501 submission). The synchronisation status for the relevant PAYE number(s) will not change – this will enable users to restore or import the relevant data, and repeat synchronisation process without requiring the synchronisation status to be reset by SARS first.
- An option was added to indicate specific items to retrieve when Synchronise Application is selected
 - eFiling Profile and Employer Information
 - Letters and Correspondence (Including ITA88 notices)
 - Taxpayer Income Tax Registrations
 - All

Note: Please use the "All" or "eFiling Profile and Employer Information" option when using your eFiling username for the first time or when switching between eFiling usernames.

Please select which item you want to synchronise

Here you can select which item you wish to sync

eFiling Profile and Employer Information
 Letters and Correspondence (including IT88 notices)
 Taxpayer Income Tax Registrations
 All

Note: Please use the "All" or "eFiling Profile and Employer Information" option when using your eFiling username for the first time or when switching between eFiling usernames.

6. General

- Where Employers have entered an agreement with SARS as part of the Voluntary Disclosure Programme (VDP), they will now be able to specify the VDP application number when submitting EMP201 returns via e@syFile.
- Validation when capturing manual certificates changed. User must capture all mandatory fields before cancelling an incomplete certificate – message prompt will display to indicate incomplete fields
- Incomplete IRP5/IT3(a)'s cancelled before the EMP501 submission, failed validation when processed and resulted in EMP501 rejection. An error message displayed on Declaration page or Submission screen. Therefore an option was added to re-cancel error certificates, this will validate information captured, and user can then amend incorrect fields on the relevant certificate before re-cancelling, and resubmitting their EMP501
- Pipe symbol (" | ") will not be allowed in any field for manual capture and CSV import
- Minor adjustments in functionality to improve Recon Assistant process

Release Notes: e@syFile™ Employer version 4.3.4

- Improvement to single IT Registration process:
 - when immediate server response is not available, registration requests will be queued and can be retrieved by synchronising the application.
 - reduced the wait time before the IT registration process queues the request
- Synchronisation error message detail expanded to specify eFiling security profiles with restrictions that are affecting successful completion of a synchronisation.
- Changes to the e@syFile application and servers to improve connectivity and response times during peak times
- Update service re-enabled for e@syFile release V4.3.4

Release Notes: e@syFile™ Employer version 4.3.3

- Correction to validation rules on employee records to include Postal Code as mandatory field when using IT Reg function on e@syFile™ Employer
- Adjustments to synchronisation process to improve connectivity.

Release Notes: e@syFile™ Employer version 4.3.2

- Update functionality re-enabled for users to update the application when new versions are released instead of downloading the full installer.
- Improvement to eFiling validation process, this will improve synchronisation as well as online functionality in the application
- Resolved function restrictions experienced on computers with Windows 7 64bit Operating systems. It might still be necessary to enable the option in preferences to "Run the application as administrator" to ensure full access to all functionality

Release Notes: e@syFile™ Employer version 4.3.1

- Minor corrections to synchronisation process
- e@syFile™ Employer version for MAC operating systems released and available for download on www.sarsefiling.co.za

Release Notes: e@syFile™ Employer version 4.3.0

- Recon Assistant functionality will now be available offline, before only available online once employer received electronic notification from SARS
- e@syFile™ Employer upgraded to Adobe® AIR® 2 platform, installation of the latest version will also remove e@syFile Service component. This improves application stability and will enable auto-updates for Windows 7 users. For this reason a full install of the application is required to complete the upgrade to version 4.3.0.
- Correction to processing of EMP701 submissions that hanged before
- IRP5/IT3(a) PDF's for older periods (with short certificate numbers) will now display correctly when opened from "View/Edit Employee" menu option
- Correction to validation when importing CSV files, numeric characters in surname field will now result in failed validation
- Correction to validation when importing CSV files, Employer name field will now allow 39 characters free text as published in BRS

- Correction to manual capture of employee records or certificate: "|" (pipe) character previously allowed, resulting in rejected submission, "|" character will now be blocked
- Correction to import process: previously, new CSV file did not update existing employee records with new information included, now corrected to overwrite historical information on import
- Correction to Export file format: duplicate employee records displayed before
- Correction to Export file format: Trailer total (code 6010) now correct
- Correction to Export file format: values entered for code 3075 included
- Warning message displayed when mandatory fields excluded from CSV file updated
- Corrections to EMP201 display and submission process
- Corrections to Recon Assistant process, payments, debits and dates will now display correctly
- Windows 7 users: to ensure that application and functionality is not restricted by your Windows 7 Operating system, please right-click on the e@syFile Employer desktop icon, and select "Run as administrator" from the menu displayed.

Release Notes: e@syFile™ Employer version 4.2.6

- IRP5/IT3(a) PDF's for older periods (with short certificate numbers) will now display correctly when opened from "View/Edit Employee" menu option
- Corrections to Export of IT number details to align with published BRS
- Importing CSV files – minor adjustments to update warning and failure messages to align with current BRS
- When capturing / editing certificates, code 4497 can now be deleted
- Corrections to Employee address fields to align with current BRS, including asterisk indicating mandatory field for business telephone number
- 2011/02 submissions added to the Utilities option to generate IRP5/IT3(a)'s
- Description for Nature of Person option 'N' updated to "Lump Sum Recipient / Pensioner
- Addition of 2011/02 Recon period on the PAYE Dashboard drop-down selection list
- Addition of 2011/02 Recon period on the Recon Assistant drop-down selection list

Release Notes: e@syFile™ Employer version 4.2.5

- IT Letters: Synchronisation process improved to allow retrieval of huge volumes of data simultaneously
- Employee records prepared to retrieve and populate IT Numbers received after auto-registration by SARS following 2010/08 submission.

Release Notes: e@syFile™ Employer version 4.2.4

- IT Letters: Synchronisation process adapted to enable Employers to receive SARS Letters with IT numbers registered in bulk once synchronisation is complete.
- Correction made to calculations on Recon Assist when allocating payments, previously multiplied payment allocation amount.
- Correction made on Monthly PAYE Dashboard – history of transactions now displays correctly
- Cancelled certificates previously excluded from resubmission will not process correctly
- EMP501s with negative amount due previously displayed incorrectly on PAYE Dashboard, corrected to reduce total liability
- Date on ITA88 letters will now display correctly.
- Submission of ITA88 outcomes previously generated an error message – fixed to allow submission

- Rejected submissions will now display valid reason for rejection on Status Dashboard
- EMP701 processing corrected to generate correct submission file
- Previous delays when merging two databases now resolved.

Release Notes: e@syFile™ Employer version 4.2.3

- IT Reg: Relaxation of validation of fields to align with CSV specification in BRS
- New employees will now display correctly even if IRP5/IT3 not captured yet
- Recon bug fix: Reallocate unallocated payment to period resulted in incorrect calculation if multiple unallocated payments existed with the same PRN number
- EMP501 Declaration – new RESUBMISSION option was added to EMP501 declaration. Once selected, this option will enable employers to replace all information previously submitted to SARS with certificates and amounts included in new submission.

Release Notes: e@syFile™ Employer version 4.2.2

- Correction of incorrect calculation in Due to/by field on Recon Assistant Step 4
- EMP501 certificate value will now display correctly on the PAYE Dashboard
- Issue of 0 month on date now corrected on bulk payments and ITA88 submissions
- “Add employee” function: will now display employees accurately, even if no certificates have been added for employee yet

Release Notes: e@syFile™ Employer version 4.2.0

1. Employee Admin

- Manage Source Codes option now active after new employee record is saved

2. ITA88s/Agent Appointments

- Outcomes can now be edited when additional ITA88s are issued after original outcome submitted (e.g. outcome submitted “Deceased” – additional penalties will be open to resubmit outcome)
- Incorrect display of ITA88 letter corrected

3. Reconciliations

- Status Dashboard – updates should be available where electronic update was unavailable before
- Resubmission of older EMP501 declaration (e.g.2009) now blocked and available only on Adjustments option (EMP701)
- Duplicated values of certificates on declaration now fixed, calculation of certificate values correct

4. Utilities

- SQL error when restoring backup files fixed – known issues with 2009 and older backup files
- Backup restore that displayed no data now fixed

5. PAYE Dashboard

- New functionality added to e@syFile™ Employer. You need to synchronise your local data (e@syFile™ Employer) with your SARS eFiling website profile before you can access this new menu option.

- This will display a summary of all aspects of your PAYE account, reflecting sub-totals for EMP201s, monthly Payments, your EMP501 declarations, Certificate Values and ITA88 details.
- For details regarding this new process and the synchronisation option, please refer to the updated e@syFile™ Employer user guide available for download from www.sarsefiling.co.za

6. PAYE Recon Assistant

- New functionality added to enable Employers to manage their PAYE account with SARS, EMP501, EMP201, payments and certificate values
- Where your PAYE reconciliation submission fails to balance across these elements, SARS will issue a letter notifying you that your reconciliation submission was unsuccessful. Information displayed on the PAYE Dashboard should indicate what the reason is for the request for resubmission. The reasons for this could be that your employee tax certificates do not match your tax liability, or your monthly declarations and payments do not match the amounts entered on the Employer Reconciliation declaration (EMP501).
- You will then need to use the PAYE Reconciliation Assistant in order to correct your PAYE tax affairs
- The Recon Assistant will guide you through these steps:
 - Confirm your payments
 - Reconcile your monthly Declarations (EMP201s) to your payments and Reconciliation Declaration (EMP501)
 - Raise cases for missing payments
 - Allocate unallocated payments
 - Make payments (if required)
- For detailed instructions, please refer to updated e@syFile™ Employer user guide available for download from www.sarsefiling.co.za

7. Mismatch

- New functionality added to e@syFile™ Employer to enable Employers to manage and allocate/re-allocate payments made towards EMP201 returns. This option is similar to aspects included in the new Recon Assistant, but will not be linked to a letter from SARS. Employers will be able to access Mismatch functionality whenever they need to allocate or re-allocate payments.
- This option is also blocked until the user has synchronised their e@syFile™ Employer data with their eFiling website profile.
- For detailed instructions, please refer to updated e@syFile™ Employer user guide available for download from www.sarsefiling.co.za

Release Notes: e@syFile™ Employer version 4.1.3

1. New EMP201 return

- New EMP201 return introduced on e@syFile™ Employer as well as SARS eFiling website
- The new return has two additional fields for penalties and interest amounts.
- Please refer to e@syFile™ Employer manual and www.sars.gov.za for details.
- Revised EMP201 with higher amounts than original submission will now prompt for payment, Save Online and File buttons will function as expected

2. EMP501 / Reconciliation process

- Final certificate indicator (tick) now remains selected when IRP5/IT3a is saved
- Employer drop-down list now displays correctly after import
- Certificate range (certificate numbers) corrected to display actual range for selected employer and period of reconciliation
- Backup restore function previously did not display certificate values for PAYE, SDL and UIF – corrected to reflect actual values
- Import Payroll File log listing incorrectly displayed listings using PAYE reference number, amended to display actual filename
- Import Payroll File log will now display total number of certificates included with CSV file after successful import

- Employer Admin function will now allow user to update Employer data without scrolling through all the tabs – previously error message displayed with prompt regarding mandatory information
- Cancellation of old format certificate numbers corrected – display issue corrected to reflect certificate number in old format and cancel actual certificate number

3. IT Reg (Single registration)

- Updated return message when no banking details provided before IT Reg function used

4. eFiling Registration

- eFiling registration screen now displays correctly when selecting this option on the menu

5. ITA88 / Agent Appointments

- ITA88/Cancellations screen display included help index, fixed to display correctly.

Release Notes: e@syFile™ Employer version 4.1.2

1. EMP501 & EMP701 / Reconciliation process

- Decimal values (cents) displayed incorrectly on amounts entered for income source codes, corrected to exclude cents
- Source codes and amounts were duplicated when “View certificate” option used to display certificate in PDF format – corrected now to display codes and amounts accurately.
- Final PDF certificates displayed without source codes and amounts, not corrected to reflect actual values
- After submission, cancelled certificate status did not update, now corrected to display “cancelled-submitted” after submission
- Values for multiple years displayed on EMP701 corrected to only reflect the values for selected transaction year
- EMP701 status reset to Saved after View option used, corrected to display actual status
- Adjustment to entries on “Generate PDF certificates” listing to ensure all submissions available for selection
- Delays/no-action when selecting and submitting a declaration in Ready to File status corrected
- Generic error message with CSV import corrected to “failed” message indicating error
- PDF File Generation Error message - ERR:I/O error while parsing input stream, now corrected, sub-folder with PDF certificates generated
- Employer name not displayed on drop-down list when using Edit/View Employees function corrected to accurately display Employer name
- Auto-calculation of certificate totals on previous declaration displayed incorrectly, corrected to reflect actual value of certificates for the relevant transaction period
- Large amounts that incorrectly displayed, and ended with a dot (full stop) now display correctly.
- EMP701 difference fields not calculating and displaying correctly
- 2008 DB (backup) files can no longer be merged with current DB

2. EMP201 / monthly process

- SDL and UIF fields incorrectly allowed editing when not registered for SDL or UIF, corrected
- EMP201 not displayed for selection on “Submit to SARS” listing, corrected
- EMP201 declaration remained on “Submit to SARS” listing after submission, fixed to move declaration to history view after submission

3. ITA88 / Agent Appointments

- Error with field length for address fields corrected

Option to print a single ITA88 (appointment letter per individual) corrected, employer now able to print one letter per individual using ITA88 with bulk detail imported on e@syFile™ Employer

Release Notes: e@syFile™ Employer version 4.1.1

1. Incorrect PDF view / display
 - Source codes and amounts were duplicated when “View certificate” option was used to display certificate in PDF format – this has been corrected to display codes and amounts accurately.
 - Large amounts displayed with a “dot” (full stop) stop now corrected to display only amount in PDF
2. ITA88 functionality changes
 - ITA88 cancellations now displayed on Agent appointments view
 - Outcome now updates to “SARS response received”
 - Functionality added to print a single ITA88 per individual

Release Notes: e@syFile™ Employer version 4.1.0

1. ITA88 (Agents Appointments) functionality added – please refer to comprehensive ITA88 guide for details
2. IRP5s/IT3As folder – certificates in PDF format

In previous versions of the software, a subfolder with PDF certificates was generated during the submission process. This function has been removed from the submission process to ensure quick, effective submissions via the internet.

The option to generate PDF certificates for a specific EMP501 was moved to the Utilities menu:
Generate IRP5 / IT3(a) PDFs

After submission, you will be able to generate all PDF certificates included in the submitted reconciliation by selecting the relevant EMP501 from the list displayed.

Release Notes: e@syFile™ Employer version 4.0.2

Updates to EMP201, EMP601, EMP701 PDF.

Release Notes: e@syFile™ Employer version 4.0.1

URL change for the payment service – no noticeable changes for end-user