

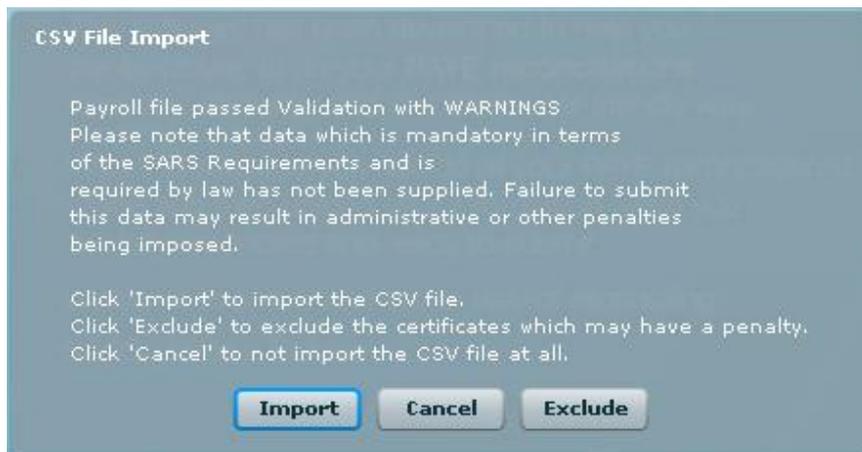
Release Notes: e@syFile™ Employer version 4

The first Pay-As-You-Earn (PAYE) biannual reconciliation takes place from 1 September 2010 to 31 October 2010. The e@syFile™ Employer software product has been enhanced to assist Employers to comply with the updated requirements released by SARS a few months ago.

Following the installation of the software, the following key changes that have been made to the software should be noted.

1. Import Payroll files

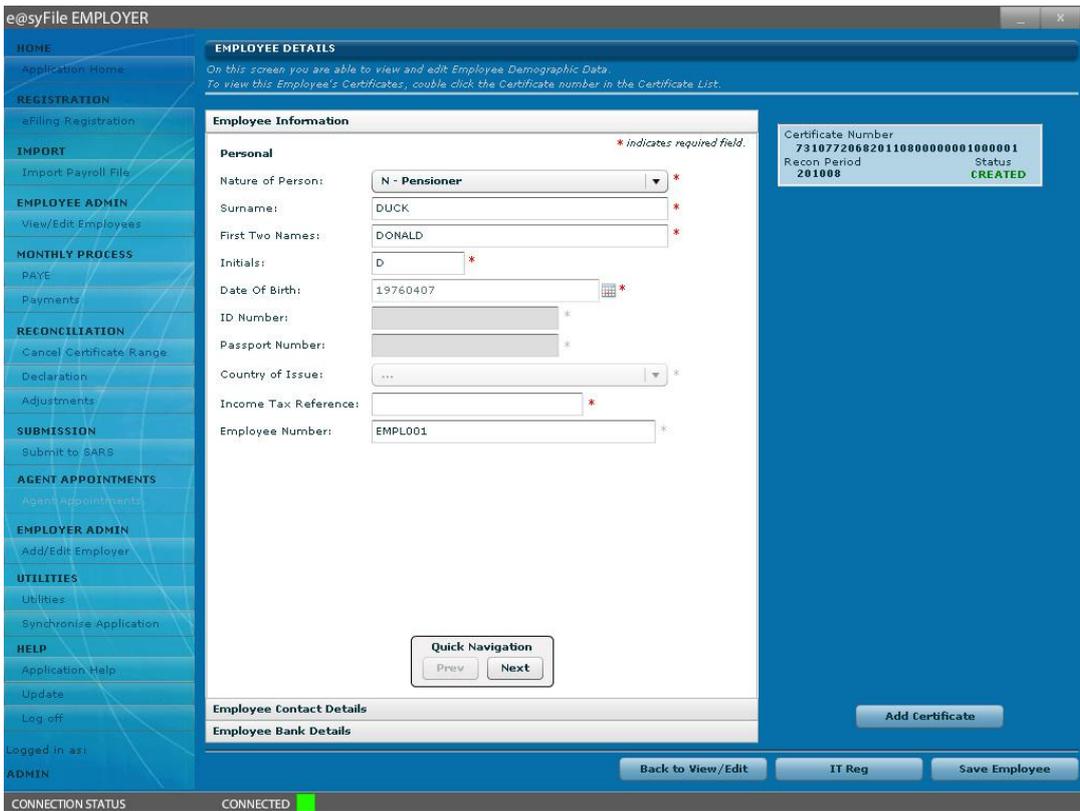
- Validation rules have been relaxed – please see Business Requirements Specifications on www.sars.gov.za for details
- Greatly improved processing speed when importing
- Enhanced messages added to include warnings regarding penalties when omitting mandatory employee demographic details – listed on Import Payroll File log



Line	Status
2	WARNING: POTENTIAL PENALTY : 73107720682011080000000000000003 DUCK : Employee Address Details - Business: Street/Name of Farm not completed - code 3147
2	WARNING: POTENTIAL PENALTY : 73107720682011080000000000000003 DUCK : Employee Address Details - Business: Suburb/District not completed - code 3148
2	WARNING: POTENTIAL PENALTY : 73107720682011080000000000000003 DUCK : Employee Address Details - Business: City/Town not completed - code 3149
2	WARNING: POTENTIAL PENALTY : 73107720682011080000000000000003 DUCK : Employee Address Details - Business: Postal Code not completed - code 3150

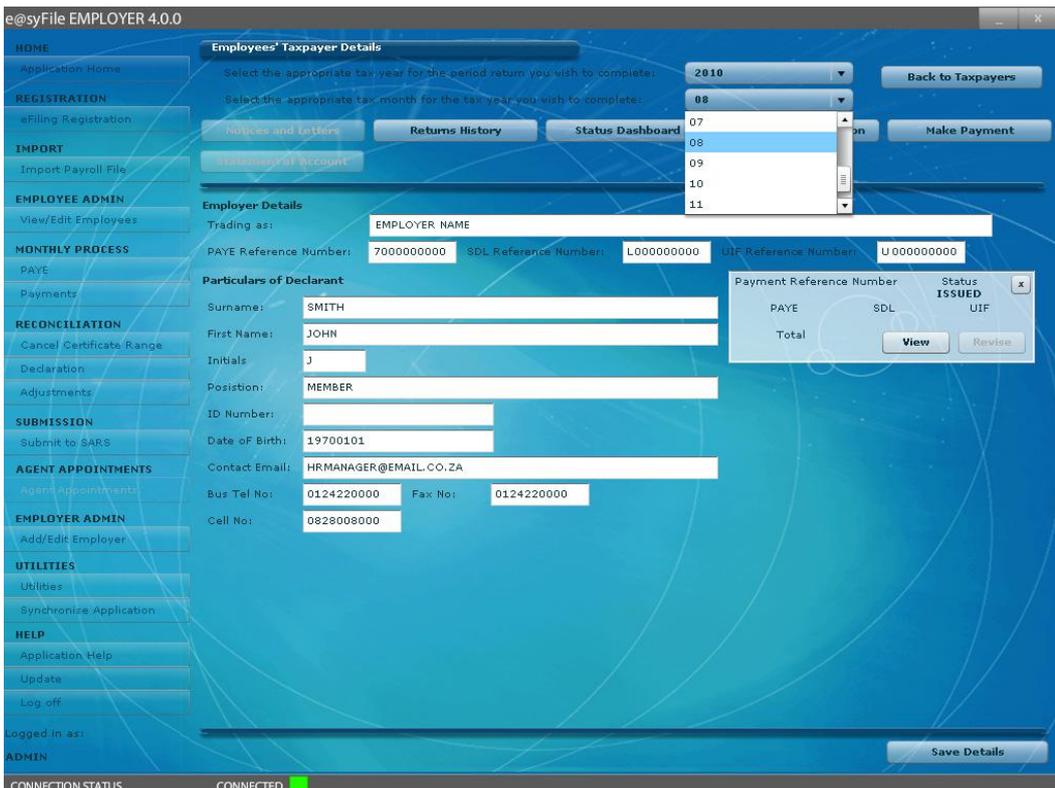
2. Employee ADMIN

- Relaxed validation when creating manual Employee records and certificates, please refer to Business Requirements Specifications on www.sars.gov.za for details
- Single IT registration function added to assist Employers to obtain Income Tax reference numbers for new employees after submission of bi-annual reconciliation



3. Monthly Process

- New functionality added to e@syFile™ Employer enabling employers to
 - Synchronise with SARS eFiling website profile
 - Process and submit monthly EMP201 declaration (Monthly process – PAYE)
 - Make payment to SARS (Monthly process – Payments)
 - View returns History (Returns History)
 - Track status of EMP201 submissions (Status Dashboard)



4. Reconciliation

- Changes made to EMP501 declaration to include new periods and all changes listed in Business Requirements Specifications on www.sars.gov.za
- Processing time when accessing and processing EMP501 declarations greatly improved
- Output file format changed to much smaller format to assist with processing and submission of EMP501, EMP701 and EMP601 declarations
- Multiple submissions will be blocked pending status update of original submission

EMPLOYER SELF ASSESSMENT

Select a company and relevant transaction year to start the self assessment. Click the "Self Assess" button when all relevant fields are filled in.

Company Filter:

Company Name: **PURPLETRACK TRADING - 7000776031** Period of Reconciliation: **201008**

PAYE Reference No: 7000776031 SDL Reference No: L000776031 UIF Reference No: U000776031

EMP501 STATUS: READY TO FILE

Month	PAYE	SDL	UIF	Total Monthly Liability	Payments
March	0	0	0	0	0
April	0	0	0	0	0
May	0	0	0	0	0
June	0	0	0	0	0
July	0	0	0	0	0
August	0	0	0	0	0
September					
October					
November					
December					
January					
February					
Annual Total	0	0	0	0	0
Difference - Liability & Certificate Values	0	0	0	0	
Total value of Tax Certificates	0	0	0		
Total Value of Electronic Tax Certificates	0				
Total Value of Manual Tax Certificates	0				

Declared Liability: Due by/to you:

Self Assess **Save** **View EMP501** **Ready to File**

Logged in as: **ADMIN**

CONNECTION STATUS: **DISCONNECTED**

5. Submit to SARS

- New output file format to ensure enhanced submission process and quicker turnaround time for status replies
- Only finalised certificates will be generated in PDF format upon submission
- Bulk Income Tax number Registration to take place after submission of bi-annual EMP501 declaration – SARS to provide IT numbers to Employers in due course
- Enhanced error messages added to ensure accuracy of data submitted to SARS

6. Utilities

Changes on items listed under Utilities include:

- **Inbox** added to Utilities menu: electronic correspondence received from SARS will be listed here – moved to Notices and Letters on Employer details page once opened
- Greatly enhanced processing time when using **Database Utilities** like **Merge** and **Restore**
- Enhanced messages on **Status Dashboard**
- Enhanced messages on **Import Payroll File Log**, including messages regarding possible administrative penalties when omitting mandatory employee details

7. Synchronise application

- New functionality added to enable Employers to align the data on their SARS eFiling profile with the local e@syFile™ Employer database
- Synchronisation required before monthly EMP201 declaration can be submitted and paid using e@syFile™ Employer.

- 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 4.1.2

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 4.1.3

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 4.2.0

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

Welcome to the e@syFile Employer PAYE Status Dashboard
The PAYE dashboard provides a consolidated view of the Employer's PAYE tax affairs.

Select Company: [Dropdown] Select Period: 201008 Show PAYE Recon Assistant

Item	Amount
EMP201 Liabilities	R1,774,057,326.00
Payments Allocated	R986,605,176.65
Difference	R787,452,149.35

Item	Amount
EMP501 Certificate Value	R763,190.87
Certificates received by SARS	R987,888,526.00
Difference	-R987,125,335.13

Item	Amount
EMP201 Liabilities	R1,774,057,326.00
EMP501 Liabilities	R987,888,526.00
Difference	R786,168,800.00

Item	Amount
Certificates received by SARS	R987,888,526.00
Payments Allocated	R986,605,176.65
Difference	R1,283,349.34

	This Period	Previous Period	Change
Active Certificates received by SARS	613	101	512
Active Certificate Values	R763,190.87	R2,610,765.26	-R1,847,574.38

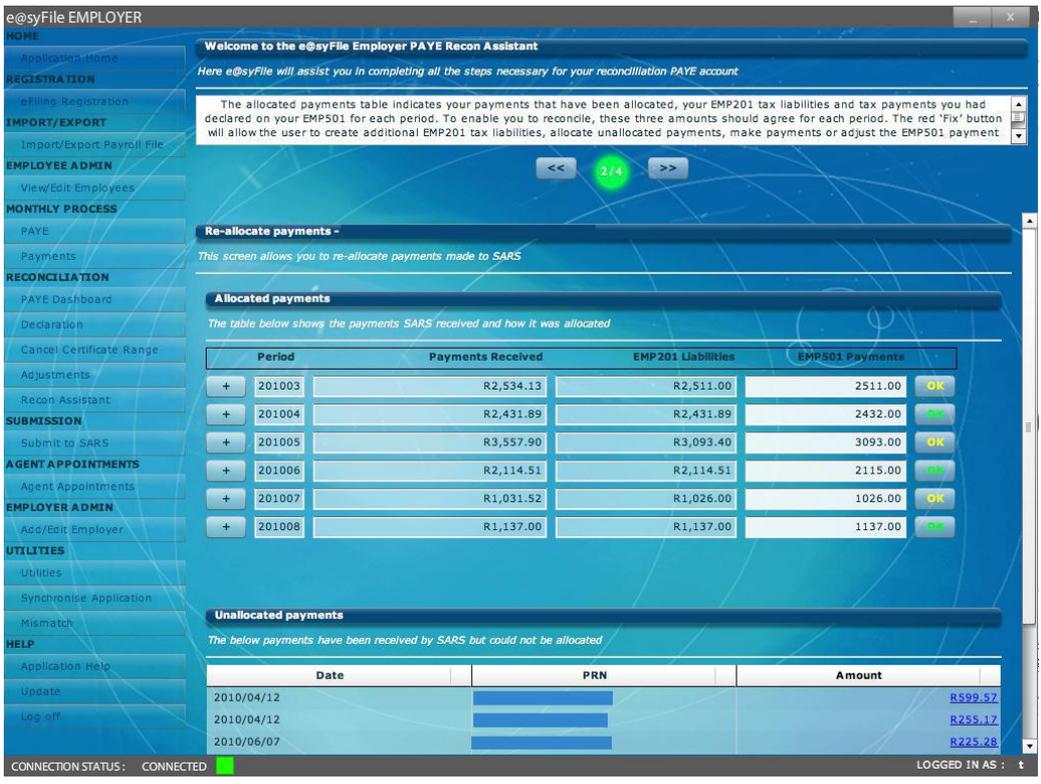
Item	Amount
Total EMP201 Liabilities	R1,774,057,326.00
Additional EMP501 Liabilities	R786,168,800.00
Certificate Adjustment	R0.00
Add. Penalties, Interest & Add. Tax	R116,582,502.52
Total Liabilities	R2,676,808,628.53
less Payments Allocated to taxes	R986,605,176.65
less Payments Allocated to other	R766,914.61
Total Amount Due	R1,689,436,537.27
Unallocated Payments	R957,952,012.72

Item	Amount
ITA88 Notices Issued	204
ITA88 Notices Cancelled	0
ITA88 Notices Active	204
ITA88 Appointment Amount	R327,750.00
ITA88 Cancelled Amount	R0.00
Active ITA88 Appointments	
ITA88 Amount Received	R0.00
ITA88 Amount Due	R42,000.00

CONNECTION STATUS: CONNECTED LOGGED IN AS: [User]

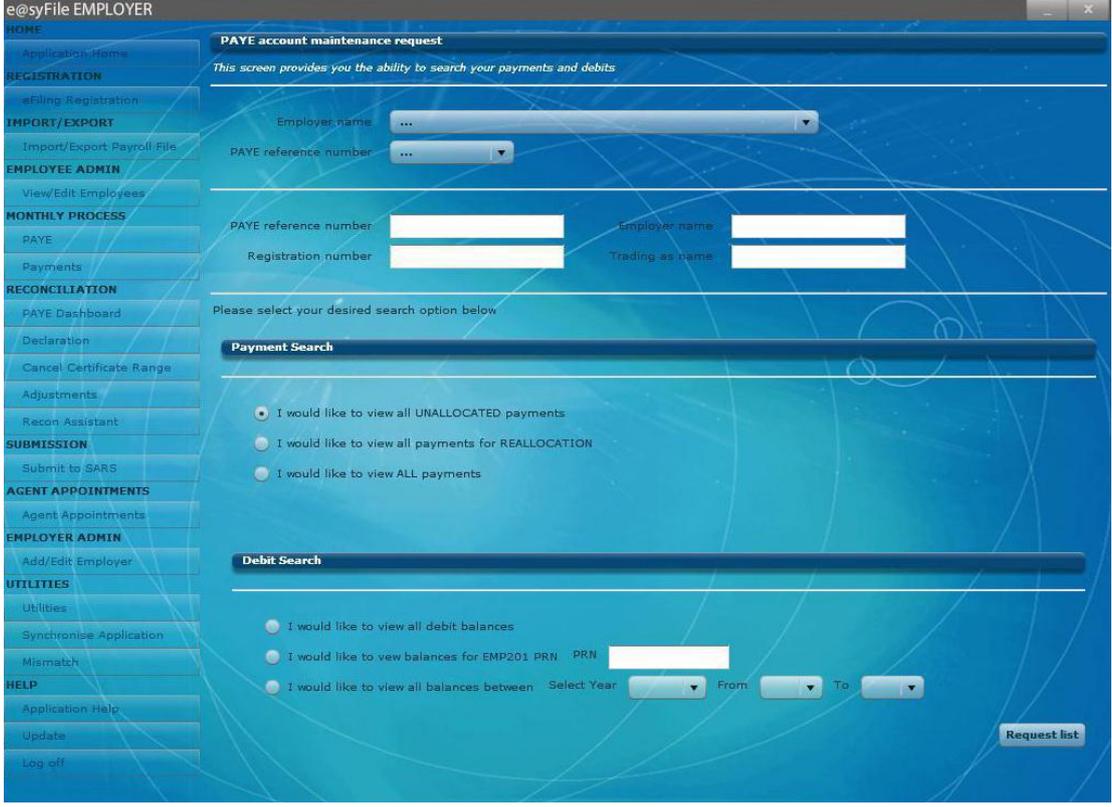
6. PAYE Recon Assistant

- 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 4.2.2

- 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 4.2.3

- 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 4.2.4

- 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 4.2.5

- 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 4.2.6

- 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 4.3.0

- 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 4.3.1

- 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 4.3.2

- 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 4.3.3

- 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.