

Customisation package draft reports and inquiries companion guide

Latest Customisations:

Australia:

With Payslip - [AdvancedPayrollDraftReportsAndInquiries.AU.V3.1.zip](#)

Without - [AdvancedPayrollDraftReportsAndInquiries.AU.V3.1.NoPayslip.zip](#)

New Zealand:

With Payslip - [AdvancedPayrollDraftReportsAndInquiries.NZ.V4.1.zip](#)

Without - [AdvancedPayrollDraftReportsAndInquiries.NZ.V4.1.NoPayslip.zip](#)

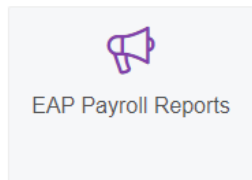
Customisations can be accessed externally via the Partner self-service portal in [MYOB Advanced Release and Downloads - Payroll Edition Downloads](#)

Latest updates to customisation package: Dec 4, 2023

Summary:

This customisation package aims to both fill existing gaps in Advanced Payroll reporting and enhance areas of reporting that are in high use. The table below has a list of the new Inquiries, reports and new versions of reports, there are many more changes planned. Each new customisation version will be listed along with the details of changes made.

- Uploading and publishing the customisation will add the GIs and pre-set the user role access for only the **Payroll admin User** role.
- The EAP reports and inquiries will show in the Advanced Payroll menu under a new Workspace called **EAP Payroll Reports**.



Feedback

One of the benefits of providing these changes in a customisation package is that we can gather early feedback on these changes and use that feedback to inform better the final reporting changes that will go into Advanced Payroll. Please capture any feedback and pass it on to Veritas@groups.myob.com or send it back through support channels. (Small and large! all feedback is welcome)

New Inquiries

	Name	Screen ID	Description	GI/Report	Jurisdiction	Notes	Draft Side Panels used
1	Pay Activity Summary Data	MPGI6461	Shows a summary of what employees are getting paid each pay (i.e. General categories, Net Pay, Tax, Income, Deductions)	GI	NZ		

2	Pay Activity Summary Data AU	MPGI6464	Shows a summary of what employees are getting paid each pay (i.e. General categories, Net Pay, Tax, Income, Deductions)	GI	AU	Non-Super salary sacrifice will cause the Additional Employee Super value to be incorrect. WIP to see if it can be resolved in the customisation	
3	Pay Activity Detail Data	MPGI6460	Shows specific amounts employees have transacted in each pay (i.e. particular payments transacted)	GI	NZ		
4	Pay Activity Detail Data AU	MPGI6465	Shows specific amounts employees have transacted in each pay (i.e. particular payments transacted)	GI	AU		
5	Leave Paid Data	MPGI6454	Shows specific leave payments made to employees in each pay, including rates used and work patterns related to the leave.	GI	NZ		<ul style="list-style-type: none"> • Fbaps Leave Data • Holiday Pay Leave Data
6	Leave Paid Data AU	MPGI6466	Shows specific leave payments made to employees in each pay, including rates used and work patterns related to the leave.	GI	AU		
7	Days Taken Data	MPGI6459	Shows specific days taken for leave made to employee, including work patterns related to the leave. Provides quick views of days taken for leave types across branches, Departments	GI	NZ		
8	Account Transactions Data	MPGI6462	Shows the account and subaccount of all pay items, including where there are split distributions	GI	AU/NZ		
9	STP Transaction Data	MPGI6463	A view of all the 'input' data' fo STP from pay item transactions (ATO category)	GI	AU		
10	Pay Run Differences Data	MPGI6467	Compares two pay runs (And Standard Pays),	GI	NZ		


			looking for key differences between them.				
11	Pay Run Differences Data AU	MPGI6468	Compares two pay runs (And Standard Pays), looking for key differences between them.	GI	AU		
12	Deduction Transaction Data	MPGI6469	Focused view of deduction transactions including KiwiSaver, Child Support, Suppliers	GI	NZ		
13	Deduction Transaction Data AU	MPGI6470	Focused view of deduction transactions including Super, Child Support, Suppliers	GI	AU		
14	Entitlement Balances Data	MPGI6471	Gives a view of entitlement balances at a particular date. Including current dollar value and general ledger information.	GI	NZ	User can choose how to gather the balances, based on Pay Date	
15	Entitlement Balances Data AU	MPGI6472	Gives a view of entitlement balances at a particular date. Including current dollar value and general ledger information.	GI	AU	User can choose how to gather the balances, based on Pay Date	
16	Leave Balances & Liabilities	MPPP6250	Gives a view of entitlement balances at a particular date. Including current dollar value and general ledger information.	Report	AU	User can choose how to gather the balances, based on Pay Date. Not designed for Excel export, the GI is more suitable for this purpose.	
17	EAP Preferences	MPPP1101	Settings for the EAP Reports and GIs. Adds the ability to choose to use the Leave Taken section in the AU Payslip.	Screen	AU	These settings will go to Payroll Preferences once the customisation changes are released in the core product.	

Side panels for GIs

Name	Screen ID	Description	GI/Report	Jurisdiction	Notes
Fbaps Leave Data	MPGI6456	Shows rate information such as method used, rate inputs and other rates	GI	NZ	<ul style="list-style-type: none"> Side Panel GI's, cant use leave taken start and end

					dates - using pay dates instead for parameters
Holiday Pay Leave Data	MPGI6457	Shows rate information such as method used, rate inputs and other rates	GI	NZ	<ul style="list-style-type: none"> Side Panel GI's, cant use leave taken start and end dates - using pay dates instead for parameters

Modifications to existing Reports/Inquiries



 If you have customised versions of these reports or sub-reports their changes may need to 'Clean and Publish' to set the report to the new version.

Check the report first after publishing initially and then if the expected changes are not there, go to the **Publish Customisation** screen select the **Project Name** of the customisation. A pop-up will appear, Select the **Publish** menu, then choose **Publish with Cleanup**



	Name	Screen ID	Description	Customisation version	GI/Report	Jurisdiction	Notes
1	Payslip	MPPP7004	Added ability to show entitlement balance for Dollar unit type based entitlements	NZ Version 2	Report	NZ	Altered a sub-report of the main payslip report
2	Payslip	MPPP7004	Annual Leave balances can now show previously Earned (Last entitlement period) and Accrued (Current years entitlement accruing - any leave taken in advance). *See modifications section Also annual leave balances can be seen in Hours. *See modifications section	NZ Version 3	Report	NZ	
3	Payslip	MPPP7000	Tax Credits will show in a PAYE details section	NZ Version 3	Report	NZ	
4	Payslip (AU)	MPPP6080, MPPP6081	New leave taken section will detail the dates, quantities and amounts for leave payments	AU Version 2	Report	AU	
5	Payslip (AU)	MPPP6012, MPPP6014	Fix for deductions showing incorrectly in Pre and Post tax sections	AU Version 2.1	Report	AU	

Modifications

- Choose to use the Leave Taken section in the Payslip (AU only)

Search...  

EAP Settings


PAYSLIP SETTINGS

Show Leave Taken Section


- To show annual leave in Hours in an employee's pay slip (NZ Only)

Select 'Display annual leave balances in hours on the payslip' from **Pay Details/Employment** (Defaults to true)

HOLIDAY ACT SETTINGS


Work Pattern Source: 

FBAPS Rate: RDP Source:

Ordinary Weekly Pay Rate: 

Untick working day if no timesheets in import

Display Annual leave balances in Hours on the Payslip (Based on 'DOW' Employee's weekly hours)

 The hours displayed are based on the Employee's definition of a week (Converting a weekly balance to hours). When using a DOW method of Work Schedule the definition is based on the last week of the pay period. If the Employee's pay run frequency is fortnightly or greater and their schedule fluctuates this option may not be suitable.

- To show annual leave earned and accrued balances in an employee's pay slip (NZ Only)

Select 'Include Accruals' in **Entitlements**

PAYSLIP

Include Entitlement Movements Summary

Include Accruals

Example output

Entitlement	Next Anniversary	Annual Leave Earned	Annual Leave Accrued	Available
Annual Leave 5 Weeks	20/12/2023	0.54 Week(s) (14 Hours)	4.02 Week(s) (104 Hours)	4.57 Week(s) (118 Hours)
Sick Leave ELT	22/08/2024			21 Day(s)

Annual Leave Notes
 * Annual Leave Accrued is accrued leave minus any leave taken in advance
 * Hours based on a definition of 25.75 hours a week

Versions

New Zealand Version	Published	Changes

NZ Version 1	Aug 4, 2023	Account Transactions Data, Days Taken Data, Leave Paid Data, Pay Activity Detail Data, Pay Activity Summary Data, Fbaps Leave Data, Holiday Pay Leave Data
NZ Version 2	Aug 15, 2023	Modified each GI to not show reversed pays. Cleaned up navigations on each GI. Added a Payslip report fix so Dollar type entitlement balances can be viewed.
NZ Version 3	Oct 17, 2023	Updated the leave balances section of the payslip to more clearly show annual balances (previous earned and accrual in the current year, plus balances in Hours and weeks). Fix of deductions showing under the wrong section and student loan display issues in the payslip. A new Pay Run Differences Data GI to help compare key data elements between pay run, such as pay amount differences, bank account changes, new employees, departing employees.
NZ Version 3.1	Nov 6, 2023	Tax Credits section renamed and note was added to PAYE tax explaining it has been reduced by tax credit. Fixed issues with after tax and post tax items showing in the wrong sub-section.
NZ Version 4	Nov 30, 2023	This release adds Entitlement reporting and makes it easier for clients to incorporate the customisation into their sites <ul style="list-style-type: none"> • Entitlement Balances Data. • Multiple customisation package options (With and without Payslip changes). • New Workspace 'EAP Payroll Reports' • Default the 'Show hours' in payslip employee option to off (Allowing users to try this feature in a more controlled approach)
NZ Version 4.1	Dec 4, 2023	<ul style="list-style-type: none"> • Deductions Transaction Data • Fixed Entitlement Balances Pivots not showing for all users

Australian Version	Published	Changes
AU Version 1	Aug 9, 2023	STP Transaction Data, Account Transactions Data, Leave Paid Data AU, Pay Activity Detail Data AU, Pay Activity Summary Data AU
AU Version 2	Oct 17, 2023	Added a 'Leave paid details' section to the payslip. New Pay Run Differences Data GI to help compare key data elements between pay run, such as pay amount differences, bank account changes, new employees, departing employees.
AU Version 2.1	Oct 30, 2023	Fix of deductions showing under the wrong sub section in the payslip
AU Version 2.2	Nov 6, 2023	Fixed issues with after tax and post tax items showing in the wrong sub-section
AU Version 3	Nov 30, 2023	This release adds Entitlement reporting and makes it easier for clients to incorporate the customisation into their sites <ul style="list-style-type: none"> • Entitlement Balances Data • Leave Balances & Liabilities Report • Multiple customisation package options (With and without Payslip changes). • New Workspace 'EAP Payroll Reports' • EAP Preferences, with choice on displaying Leave Taken details section or not in Payslip
AU Version 3.1	Dec 4, 2023	<ul style="list-style-type: none"> • Deductions Transaction Data • Fixed Entitlement Balances Pivots not showing for all users