

PayDay House, 382 Rossouw Street, Murrayfield, 0184 | PO Box 75189, Lynnwood Ridge, 0040
 Tel: (012) 803 7730 | Fax: (012) 803 7734 / 086 502 7007 | E-mail: payday@payday.co.za | Web: www.payday.co.za

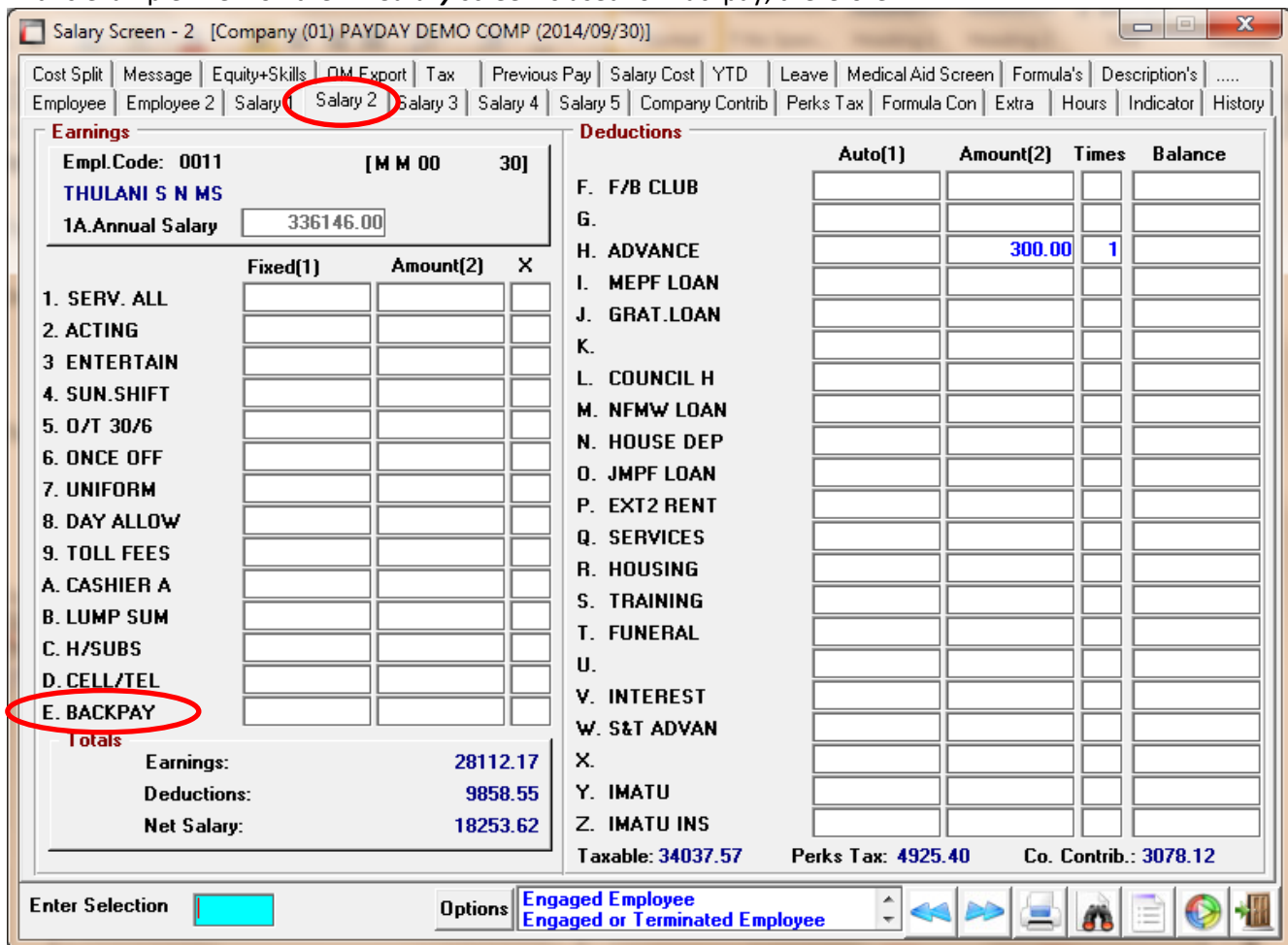
Retirement Fund Solution (RFS) Extract.

System setup

The municipality must be on PayDay release **4.5d** or later.

On the *Salary Screen*, note the screen and line number used for *Backpay*.

In this example line **E** on the **2nd Salary** screen is used for Backpay, therefore **2E**.



Salary Screen - 2 [Company (01) PAYDAY DEMO COMP (2014/09/30)]

Cost Split | Message | Equity+Skills | DM Export | Tax | Previous Pay | Salary Cost | YTD | Leave | Medical Aid Screen | Formula's | Description's | ...

Employee | Employee 2 | Salary 1 | **Salary 2** | Salary 3 | Salary 4 | Salary 5 | Company Contrib | Perks Tax | Formula Con | Extra | Hours | Indicator | History

Earnings				Deductions			
Empl.Code:		[M M 00	30]	Auto(1)	Amount(2)	Times	Balance
0011	THULANI S N MS						
1A. Annual Salary		336146.00					
	Fixed(1)	Amount(2)	X				
1. SERV. ALL							
2. ACTING							
3. ENTERTAIN							
4. SUN. SHIFT							
5. O/T 30/6							
6. ONCE OFF							
7. UNIFORM							
8. DAY ALLOW							
9. TOLL FEES							
A. CASHIER A							
B. LUMP SUM							
C. H/SUBS							
D. CELL/TEL							
E. BACKPAY							
Totals							
Earnings:		28112.17					
Deductions:		9858.55					
Net Salary:		18253.62					
				Taxable: 34037.57	Perks Tax: 4925.40	Co. Contrib.: 3078.12	

Enter Selection

Options Engaged Employee
Engaged or Terminated Employee

The following flags must be activated:

CLG must be **Y**.

RFS must be equal to the backpay line on the system.

To access the flags, type **CSX** on the PayDay *Main Menu* and <enter>.

PayDay for Windows [Company (01) PAYDAY DEMO COMP (2014/09/30)]

File Navigation Menus Help

Main Menu

- Company Menu
- Formula Menu
- Description Menu
- Employee Menu
- Report Menu
- Month End Procedure
- Backup Menu
- Special Functions Menu
- Exit

Enter Selection **CSX** [↵] ▾

Your Salary Friend

Helpdesk and support information

Support Desk Tel : (012) 803 7730 Fax : (012) 803 7734
Web Site : www.payday.co.za
Software Release : Release 4.5c for Microsoft Windows®
Registration No :
Serial No : 2304429

PayDay
Software Systems

Parameter Information

Formula File -	01
Sal. Report 1 -	01
Sal. Report 2 -	03
Sal. Report 3 -	16
Sal. Report 4 -	02
Sal. Report 5 -	10
Pers.Report 1 -	01
Pers.Post File -	01
Password File -	01

Company Statistics

No. of Records -	33
No. Active Empl's -	31
No. of New Empl's -	0
No. of Res. Empl's -	2

Company is Registered

Month End: 2014/09/30 PAYDAY DEMO COMP User (01) PAYDAY USER

Type the flag code **CLG** and <enter>. Ensure the value is a **Y**.

Special Screen 1 [Values need only to be changed for Applicable Options]

1. Twelve Month File	Y	B. Display Annual Salary	Y
2. Date Format	Y - YYMMDD	C. Calender Days in Month	30
3. Maximum Coinage	100	D. Working Days in Month	23
4. Round Coinage Off to	0 - No Round	E. Weeks in Month	0
5. Average Tax	Y	F. Salary Scale	Y
6. 'Basic Once' to be Zeroed	N	G. Automatic Increases	Y
7. Use Formula/Description File of Co. No.	01	H. Maximum Salary	800000
8. Use Report File of Company Number	01	I. Audit Trail File	X
9. SARS Intr. Rate	6.5000	J. Birth/Engagement Message	Y
A. Bank Intr. Rate	9.0000	K. Maximum Hours per entry	0
		L. O.I.D Current Ceiling	292031
		M. O.I.D Projected Ceiling	312480
		N. Web CC Email	

ⓧ CLG

Y

Type the flag code **RFS** and <enter>. Ensure the value is equal to the *Backpay* line.
(Screen number followed by the line number as explained on page 1)

Special Screen 1 [Values need only to be changed for Applicable Options]

1. Twelve Month File	Y	B. Display Annual Salary	2E
2. Date Format	Y - YYMMDD	C. Calender Days in Month	30
3. Maximum Coinage	100	D. Working Days in Month	23
4. Round Coinage Off to	0 - No Round	E. Weeks in Month	0
5. Average Tax	Y	F. Salary Scale	Y
6. 'Basic Once' to be Zeroed	N	G. Automatic Increases	Y
7. Use Formula/Description File of Co. No.	01	H. Maximum Salary	800000
8. Use Report File of Company Number	01	I. Audit Trail File	X
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		M. O.I.D Projected Ceiling	312480
		N. Web CC Email	

ⓧ RFS

2E

Access the *Pension, Arrear Pension* and *2% Group Insurance* formulae in the *Change* mode.

Complete the new **Mun. RFS Flag** field on only the pension, arrear pension and group insurance formulae that should be included for the RFS extract.

The options are: **C** for *Current Pension*, **A** for *Arrear Pension* and **G** for *2% Group Insurance*.

Line No.	Form. No.	EMPLOYEE	COMPANY
1	+ 11	SALARY 01	+ 11 SALARY 1
2	+ 2AE	2nd Amount E	+ 2AE 2nd Amount E
3	* VAL	0.0750	* VAL 0.2200
4			
5			
6			
7			
8			
9			
A			

B. If Answer is LESS Than	<input type="text" value=".00"/>	<input type="text" value=".00"/>
C. Change Answer To	<input type="text" value=".00"/>	<input type="text" value=".00"/>
D. If Answer is GREATER Than	<input type="text" value=".00"/>	<input type="text" value=".00"/>
E. Change Answer To	<input type="text" value=".00"/>	<input type="text" value=".00"/>

F. Description: Name of fund on extract file

Mun. RFS Flag (C/A/G): 35463

Enter Selection, ? or <- [. for Next Formula]

At month-end, the system will automatically create extract files per company in the /payday/datafiles directory with the filename **RFS0901Txxxxxxx.TXT**.

File name explanation:

- The **RFS** in the file name identifies it as a RFS extract.
- The **09** indicates the month. In this example, September.
- The **01** is the PayDay company number.
- The **Txxxxxxx** represents the municipality's tax reference number.

Unix/Linux users must transfer these files by using the ASCII mode.

The files contain the following information:

- | | |
|-------------------------------------|---|
| Employer Tax No. | Add. Voluntary Contr. Amt. |
| Initials and Surname | Current/Arrears allocation |
| Id. No. | Formula Name (Fund name) |
| Birth Date | Employee Status (Normal/New/Terminated) |
| Employee Tax No. | Telephone Number |
| Pension Date | Cellphone Number |
| Employee Key (Employee code) | Postal Address |
| Gross Salary (Basic monthly salary) | Employee Address |
| Increase Date | Sex (Gender) |
| Backpay | |
| Employer Contr. Amt. Current | |
| Employer Contr. Amt. Arrears | |
| Employee Contr. Amt. Current | |
| Employee Contr. Amt. Arrears | |