

LEVESYS
SMARTER
CONSTRUCTION
SOFTWARE

WHITE PAPER

Single Touch Payroll

An introduction to Single Touch Payroll

“Single Touch Payroll is mandatory from 1 July 2018 for employers with 20 or more employees”

What is Single Touch Payroll?

The Commonwealth Government has legislated Single Touch Payroll (STP) through the Budget Savings (Omnibus) Act 2016.

The passage of this legislation means that from 1 July 2018, employers with 20 or more employees will be obliged to report certain payroll-related information to the ATO with each pay event.

It is anticipated employers with less than 20 employees will be required to comply from 1 July 2019 subject to legislation being passed in parliament.

Electronic Reporting via Single Touch Payroll

The introduction of Single Touch Payroll means employers will electronically report payroll data to the ATO at the same time as they complete the payroll process for any given pay period. It is intended to streamline the reporting processes by transmitting key data with each pay process, and is designed to eliminate the financial year end process of producing Payment Summaries and sending Payment Summary Annual Reports to the ATO.

What information is reported with Single Touch Payroll?

The following mandatory information from the payroll will be reported:

- Salaries and wages
- PAYG withholding
- Ordinary Time Earnings (OTE) base for SGC; or
- Superannuation (SGC) liabilities

Optional information can be reported with the pay event, such as:

- Reportable Fringe Benefits
- Reportable Employer Superannuation Contributions
- Tax File Number Declaration Information
- Cessation of employment

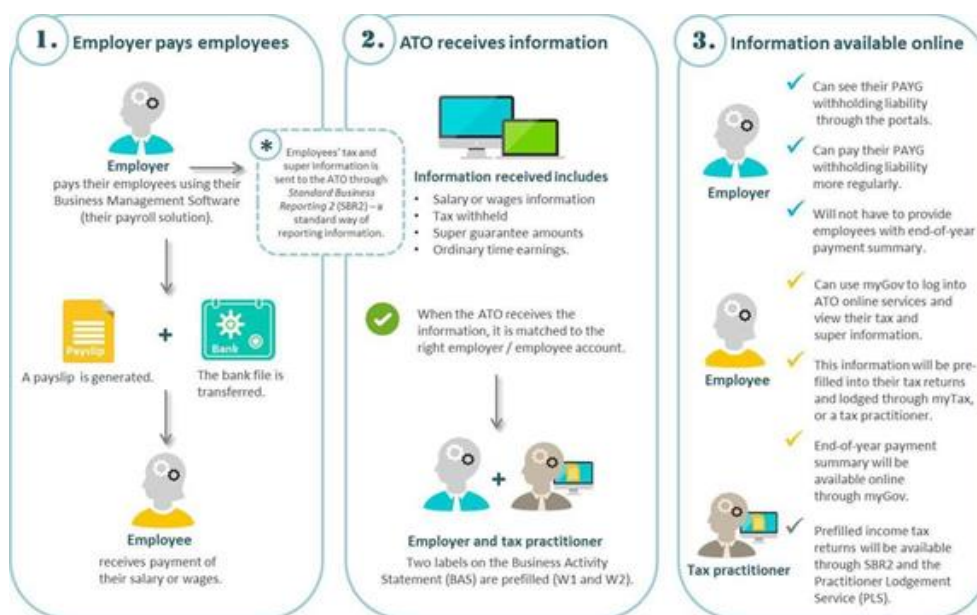


Fig. 1: Single Touch Payroll information flow

LEVESYS Single Touch Payroll Solution

LEVESYS software has been certified as Single Touch Payroll compliant by the ATO.

How Single Touch Payroll Data is Transmitted

Create your normal pay event, including any miscellaneous reportable items with the LEVESYS payroll application. When your pay event is complete, and you are ready to report to the ATO, launch the STP Load Utility within LEVESYS.

LEVESYS creates a file output that complies with ATO specifications and payroll data is uploaded to the ATO via the Ozedi portal, which is launched from within LEVESYS payroll. You seamlessly transmit files and receive confirmations and error messages from the ATO from within LEVESYS.

Want to know more?

For further information on the impact of Single Touch Payroll for your business, please contact the LEVESYS Client Services team:

Email – support@levesys.com
 Phone – 07 3004 6100

Additional Resources

For comprehensive information about the reporting processes, scenarios, obligations, and information requirements visit the [ATO website](#).

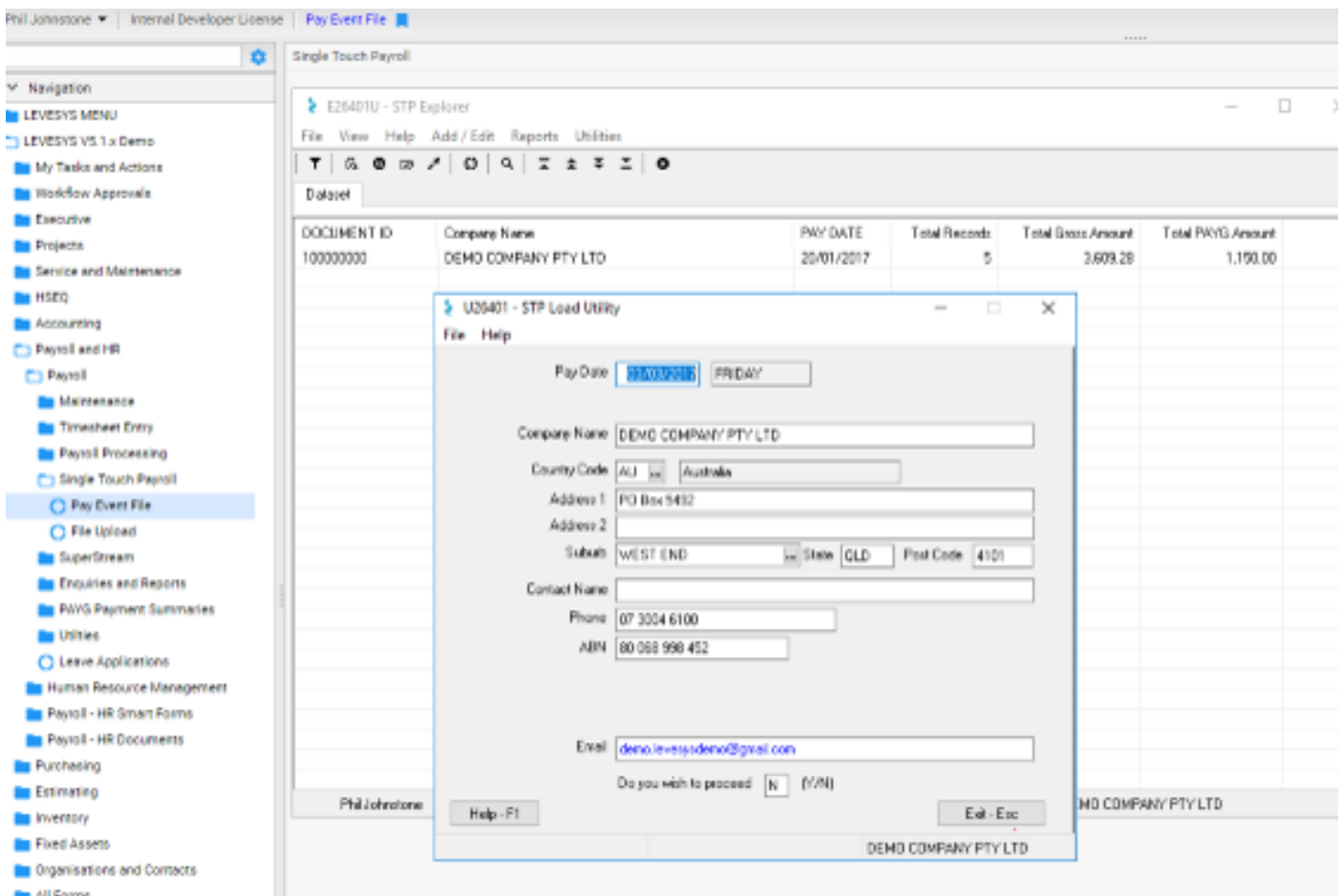


Fig. 2: LEVESYS Single Touch Payroll transmission