SINGLE TOUCH PAYROLL (STP)

Get assistance with becoming STP compliant

The ATO has introduced a new reporting requirement for businesses that have employees. This requirement requires electronic reporting of payroll information to the ATO on a pay-run to pay-run basis.

Employers need to be STP compliant from the following dates:

For businesses with 20 or more employees — **1 JULY 2018**

For businesses with 1-19 employees — **1 JULY 2019**

There are a range of payroll systems available that meet STP requirements at various price points and levels of complexity. You can either move to a full cloud-based accounting package or a standalone payroll platform software which can complement your existing systems.

Our team also conducts payroll training to help business owners with payroll training and understanding their obligations in a field which is increasingly becoming more complex and regulated.

How we can help?

- Initial consultation to review your specific needs and software selection
- Setup of the following:
  - Payroll accounts, including the bank account you'll use to pay employees
  - Import of employee details
  - Pay/earnings types, allowances, deductions, reimbursements, and leave entitlements that make up your employees' pay, as well as link to project/job codes if required
  - Automated superannuation payments
  - Registration of super clearing house
  - Assist with the setup of default superannuation fund
  - Registration of STP software with the ATO
  - Pay slips to match your business branding
- Training for your team

If you have a more complicated or larger payroll, we can assist with automating this:

Setup of an employee self-service portal where employees can view rosters, timesheets, pay slips, submit expense claims, apply for leave, and update their personal info.

Setup of electronic rostering, timesheets and electronic timeclocks where employees can clock on/off from shifts via a tablet.

Setup of automatic onboarding – no need to manually collect payroll, tax and super information – this request can be sent automatically to new employees to enter which is synced to your payroll system to reduce double handling.

Setup of award interpretation to ensure compliance with award rates, allowances and other rules.

How do I get assistance?
Contact your advisor or email **digital@hallchadwickwa.com.au**

HALL CHADWICK