

24.03.2020

Infopay20/Infopay20Lite Covid-19 Briefing 1

THIS ONLY AFFECTS EMPLOYERS WHO HAVE TEMPORARILY LAID OFF EMPLOYEES.

ALL OTHER PAYROLLS SHOULD CONTINUE AS NORMAL. HOWEVER PLEASE CONTINUE TO INSTALL UPDATES FOR COMPATABILITY PURPOSES

Our understanding is that an enhanced and more wide-ranging Employer Refund Scheme is being worked out. This will include top-ups and probably an increase in the €203 payment.

In view of this Revenue have advised of the following:

The existing scheme is still in place and should be adhered to. That is a payment of €203 at J9 and no top-ups allowed.

Employers should, if possible, DEFER making Payroll Runs until the details are available and the effective date is confirmed. Otherwise affected employees and employers could lose out.

If only some employees are laid off, it would be possible in Infopay to do 2 Payroll Runs this week, one for normal employees, say Tues/Wed. and one for affected employees on say Friday when the new scheme comes in.

It will not be possible to delete or change returns made using J9.

Employers should **NOT** make payroll runs in advance.

The guidelines for monthly pay for March are still the same. Say, if an employee is paid 2 weeks normal pay and 2 weeks at €203 then everything goes in under J9. Again, the advice here is. to hold off for a few days until the new scheme becomes available. It is also possible to split the payroll runs by using different dates.

IT IS ESSENTIAL FOR EMPLOYERS TO REGISTER THROUGH MY ENQUIRIES AND TO PUT IN BANK DETAILS FOR THE REFUNDS.

Please check our website, www.infopay.ie for regular new and updates.

VERSION 3 IS STILL THE LATEST VERSION OF INFOPAY/INFOPAYLITE

IF YOU ARE AN INFOPAY USER

Please download the latest version from www.infopay.ie/2020/infopay20install.exe or from the user support section of our website. Password : childspay

IF YOU ARE AN INFOPAYLITE USER Please download the latest version from www.infopay.ie/2020/infopay20liteinstall.exe or from the user support section of our website.
 Password : childspay

The wage detail Form should appear as follows

The screenshot displays the 'Wage Details' window with the following sections and data:

- For all queries relating to CSO codes please call 1890 313 414**
- Taxable Pay**
 - Basic Pay: Amount € 0.01, CSO Codes Exclude
 - Other Pay1: Amount € 0.00, CSO Codes Exclude
 - Other Pay2: Amount € 0.00, CSO Codes Exclude
 - Other Pay3: Amount € 0.00, CSO Codes Exclude
 - Taxable Illness Benefit: Amount € 0.00
- Non Taxable Pay**
 - Non Taxable Pay 1: Amount € 230.00, CSO Codes Exclude
 - Non Taxable Pay 2: Amount € 0.00, CSO Codes Exclude
 - Non Taxable Pay 3: Amount € 0.00, CSO Codes Exclude
- Net To Gross**
 - Compute On Net To Gross Basis:
 - Net Pay: Amount € 0.00
- Parameters This Period**
 - Basic Hourly Rate: 0.00
 - LPT Periods(Wks,Mth, etc): 0
 - PRSI Class: J
 - Insurable Weeks: 1
 - Override PRSI SubClass:
 - PRSI Class This Period: J9
 - Claim Employer's PRSI Exemption:
 - Community Employment Participant:
 - Payment Method: Cash
 - Payslip Note: [Empty]
- HOURS Off This Period (FOR CSO)**

	Paid	Unpaid
Holidays	0.00	0.00
Bank Holidays	0.00	0.00
Maternity	0.00	0.00
Sick Days	0.00	0.00
Other	0.00	0.00
- Allowable Deductions**

	Amount € / % Of Gross
Allow Ded 1	0.00 %
Allow Ded 2	0.00 %
Salary Sacrifice	0.00
- Post Tax Deductions**

	Amount €
Post Tax Ded 1	0.00
Post Tax Ded 2	0.00
Post Tax Ded 3	0.00
Illness Benefit	0.00
Parking Levy	0.00
- PRSA/Pension/PHI Contributions**

EMPLOYEE'S PRSA	0.00 %
EMPLOYER'S PRSA	0.00 %
- Retirement Benefit Scheme**

EMPLOYEE	0.00 %
EMPLOYER	0.00 %
- Retirement Annuity Contract**

EMPLOYEE	0.00 %
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- CWPS Pension**

EMPLOYEE	0.00 %
EMPLOYER	0.00 %
- CWPS Other**

0.00

- Permanent Health Insurance**

EMPLOYEE	0.00
EMPLOYER	0.00

Buttons: OK, Cancel, CSO Period Parameters