

Ezy-Employees-Ezy Wines

File Edit View Tools Help Training Notes Ask a Question Menu Option Search

Employees

Employee CUGURN01 [F5]

Alias NICK

Title Mr Initials NT

Given Names Nick

Surname Cugura

Postal Address 17 Hopetoun Street

Bendigo

Vic

Postcode 3550

Phone 03 5441 2044

Department WINE Winemaking

Group PERM Permanents

Position WINE Winemaker

Super Scheme CBA CBA Superannuation F

Super Policy 789562842

Super GL A/C 30-260 Birth Date 23/02/1961

JobKeeper: Start 28/09/2020-11/10/2021 Daily Hours 0.00

Finish TO BE ADVISED

JobKeeper Start

31/08/2020-13/09/2020

14/09/2020-27/09/2020

28/09/2020-11/10/2020

12/10/2020-25/10/2020

26/10/2020-08/11/2020

09/11/2020-22/11/2020

23/11/2020-06/12/2020

07/12/2020-20/12/2020

21/12/2020-03/01/2021

04/01/2021-17/01/2021

18/01/2021-31/01/2021

01/02/2021-14/02/2021

15/02/2021-28/02/2021

01/03/2021-14/03/2021

15/03/2021-28/03/2021

NOT APPLICABLE

JOBKEEPER

Payroll Reference Employees

If your business qualifies for JobKeeper and there are employees eligible for JobKeeper payment, the period in which these employees are to be paid needs to be recorded.

The payment rate of \$1,500 per fortnight for eligible employees and business participants will be reduced to \$1,200 per fortnight from 28 September 2020 and to \$1,000 per fortnight from 4 January 2021.

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Employees

Format Summary (JobKeeper)

Print Employee Type Detail

Print Terminated Employees Summary

Print Notes Summary (Address)

Birth Month Summary (JobKeeper)

Page Break On Employee (Detail Only) Summary (Leave Rules)

Print Standard Payslips Summary (Pay Rate)

Sequence Employee

Selection Criteria

Employee From To

Alias

Employee Group

Department

Super Scheme

Position

Commenced 22/04/2020 22/04/2020

Terminated 22/04/2020 22/04/2020

Base Pay Rate

Birth Date 22/04/2020 22/04/2020

The Finish date should be set to ‘To Be Advised’ and the period recorded when the last JobKeeper payment is made.

The ATO wants to capture the fortnight where each employee becomes eligible for JobKeeper.

Note

When an employee is no longer eligible for JobKeeper, ensure that the finish date is the fortnight after they stop receiving it.

NICK PYR01

BIG HILL VINEYARD

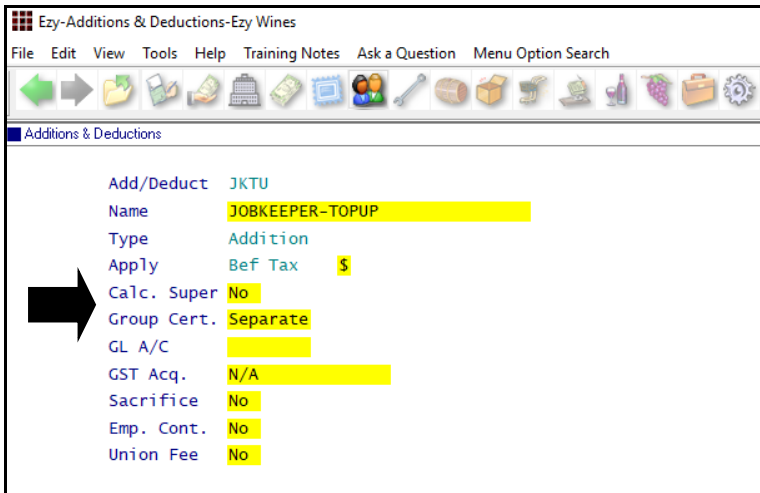
Employees

07:25

Sequence : Employee

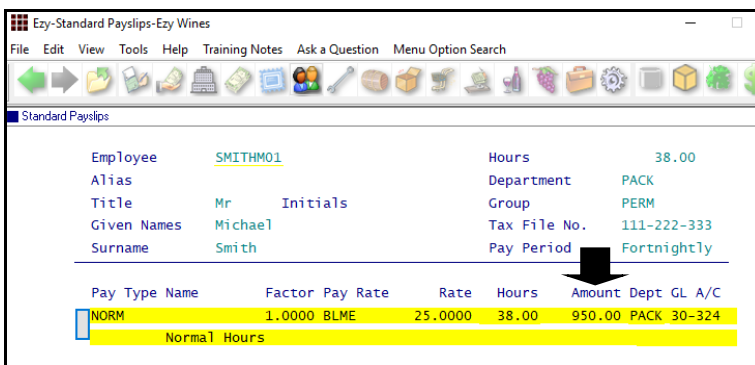
Employee	Alias	Title	Given Names	Surname	Group	Dept	JobKeeper Start	Finish
CUGURN01	NICK	Mr	Nick	Cugura	PERM	WINE	28/09/2020-11/10/2020	To Be Advised
ELLISF01	ELLIS	Mr	Peter	Ellis	PERM	ADMI	Not Applicable	Not Applicable
HANLEL01	LORRAINE	Mrs	Lorraine	Hanley	PERM	VINE	Not Applicable	Not Applicable
LAUDET01	TIM	Mr	Tim	Lauder	PERM	ADMI	Not Applicable	Not Applicable
PHILLJ01	BARRY	Mr	Joanne	Phillips	PERM	PACK	Not Applicable	Not Applicable
SMITM01		Mr	Michael	Smith	PERM	PACK	28/09/2020-11/10/2020	To Be Advised

End of Report



JOBKEEPER (cont'd)

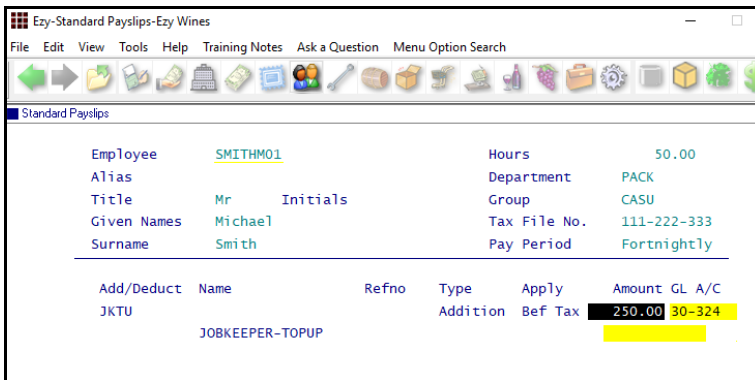
*Payroll Reference Maintenance
Additions & Deductions
Standard Payslips*



If an employee is still working and earns \$950 a fortnight, the top-up would need to be \$250.

Note

Standard payslips for impacted employees will need be manually changed at the end of September and again at the start of January as required.



Pay Run

On running the Payroll Operations, Automatic Payslips option, the standard payslip details will be preloaded.

If standard payslips have not been setup, the top-up addition will need to be manually calculated and recorded using the Payroll Operations, Manual Payslips option for each pay run.

Run the Payroll Operations, Single Touch Payroll Generate option as per normal.

Stood Down Employees

If an Employee has been stood down, you will need to seek advice from your accountant.