

# Parameters - Payroll

## Payment Definition Classification



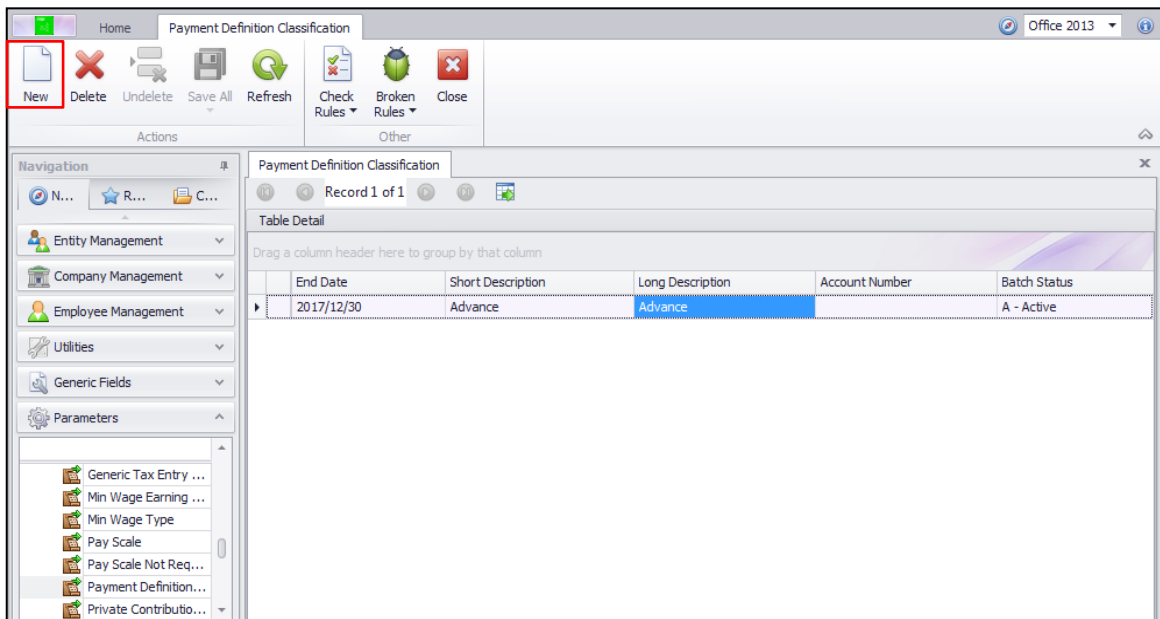
This functionality allows you to create a payment for a specific deduction definition. This means that you can create an ACB file for a specific deduction definition, e.g. Advance payments.

Create a payment definition classification parameter code. This allows you to create a payment run for all payroll definitions linked to the payment definition classification.

On the Navigation Pane

- Expand **Parameters**
- Expand **Payroll**
- Double-click on **Payment Definition Classification**

Click on New to create a new parameter.



Link the applicable payroll definition to a payment classification. Values on the payslip linked to the selected payment classification will be included in the payment run.

On the Navigation Pane

- Expand **Company Management**
- Expand **Payroll Definition**
- Double-click on **Deductions**
- Select **Deduction line (Advance Line)**

Tick Payment Classification Linked then select the Payment Definition Classification.

The screenshot shows the 'Deduction Definition Detail' window. The 'Payment Classification Linked' field is highlighted with a red box and contains a checkmark and the text '2017/12/30 - Advance'. Below the form is a table with the following data:

	Pay Run Definition	Display Priority	Physical C...	Calculation Recurrenc...	Special Total Balance	Special Total Clearing Option	Special Tot
Tax Year Start Date: 1 - BB_MONTHLY - Building Blocks							
	MAIN - Main Payrun	9	<input checked="" type="checkbox"/>	Always	N - Not Used		
Tax Year Start Date: 2 - BB_WEEK - Building Blocks Weekly							
	MAIN - Main Payrun	10	<input checked="" type="checkbox"/>	Always	N - Not Used		

A new field is available for deductions on the Payslip Definition screen. If you do not link the definition to a payment classification the payment classification linked on the deduction definition will be used. You can override the payment classification on the employee's Payslip Definition screen.

The screenshot shows the 'Payslip Definition' window for employee '001 - Mr D Jordaan'. The 'Deductions' section is active, displaying a table with columns: Deduction Defini..., Emp Calculation Status, Beneficiary Rule, Payment Definition Classification, and Priority R... The 'Payment Definition Classification' column is highlighted with a red box. The table lists several deduction types, including ADVANCE, which is currently set to 'A - Alw'.

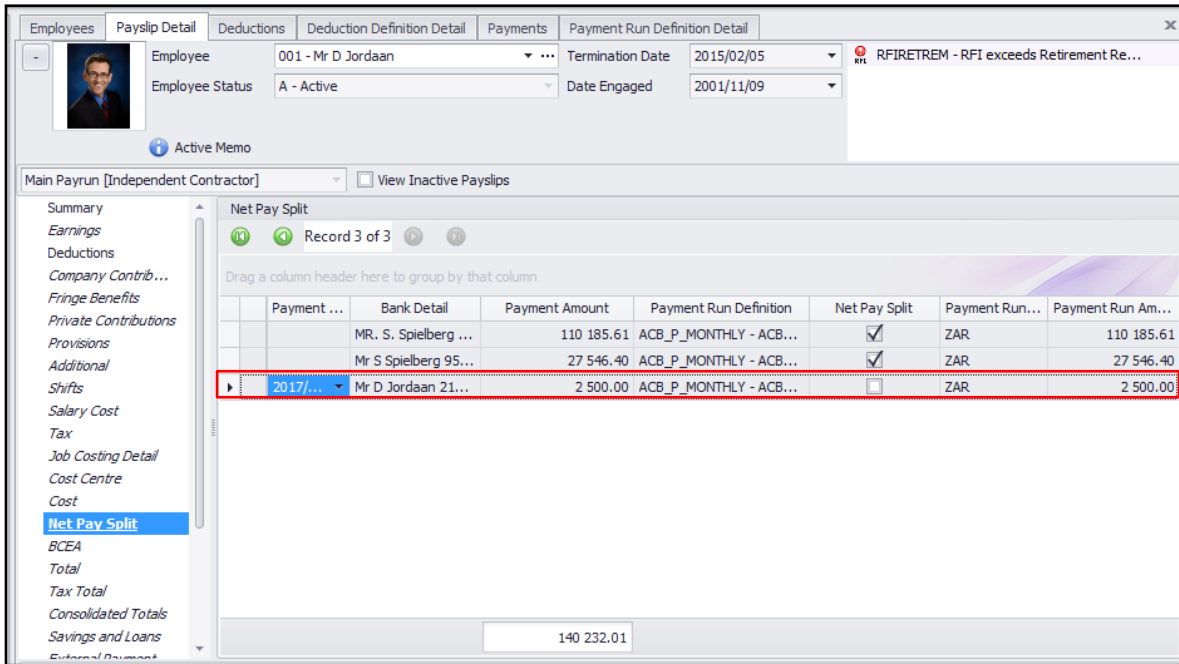
Deduction Defini...	Emp Calculation Status	Beneficiary Rule	Payment Definition Classification	Priority R...
UIF	DEFAULT - Default Calcul...			A - Alw
MED_AID	DEFAULT - Default Calcul...			A - Alw
PAYE	DEFAULT - Default Calcul...			A - Alw
LOAN	DEFAULT - Default Calcul...			A - Alw
GARNISHEE	DEFAULT - Default Calcul...			A - Alw
SAVING	DEFAULT - Default Calcul...			A - Alw
MEALS	DEFAULT - Default Calcul...			A - Alw
ADVANCE	DEFAULT - Default Calcul...			A - Alw
VITALITY	DEFAULT - Default Calcul...			A - Alw
INT ON LOAN	DEFAULT - Default Calcul...			A - Alw

Enter the amount on the applicable deduction definition.

The screenshot shows the 'Payslip Detail' window for employee '001 - Mr D Jordaan'. The 'Deductions' section is active, displaying a table with columns: Display Priority, Group, Code, Short Description, Amount, Rate Capture, and Units Capt... The 'ADVANCE' row is highlighted with a red box, showing an amount of 2 500.00.

Display Priority	Group	Code	Short Description	Amount	Rate Capture	Units Capt...
1		PAYE	Pay as you Earn	0.00		
2		UIF	Unemployment I...	0.00		
4		MED_AID	Medical Aid	0.00		
5		LOAN	Loan	0.00		
6		GARNISHEE	Garnishee	0.00		
7		SAVING	Saving	0.00		
8		MEALS	Meals @ R15	0.00		
9		ADVANCE	Advance	2 500.00		
10		VITALITY	Vitality	0.00		
11		INT_ON_L...	Interest on Loan	0.00		
				0.00		0.00

A payment for the value will be created on the Net Pay Split screen.

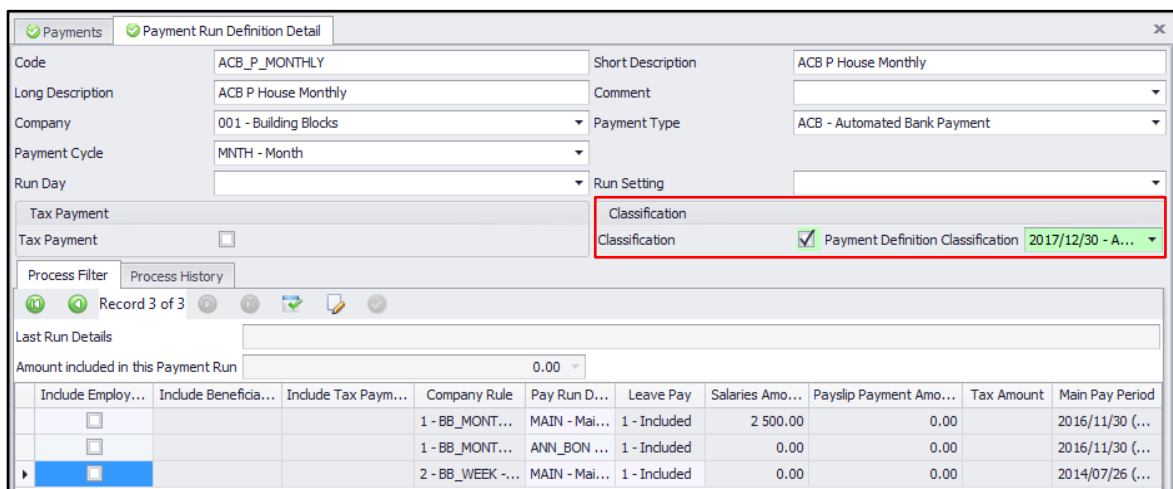


To link the Payment Definition Classification to Payment Run

On the Navigation Pane

- Expand **Company Management**
- Expand **Payments**
- Double-click on **Payment Run Definition**

A new option has been added on the Payment Run Definition screen that allows you to select to create a payment classification payment run.



Check the checkbox to select a classification payment definition.

Select the payment definition classification for which you want to create a payment run.

Once you have selected a payment definition classification the Salaries amount field will automatically change to only include values on deduction definitions linked to the selected payment definition classification.

Include Employ...	Include Beneficia...	Include Tax Paym...	Company Rule	Pay Run D...	Leave Pay	Salaries Amo...	Payslip Payment Amo...	Tax Amount	Main Pay Period
<input checked="" type="checkbox"/>			1 - BB_MONT...	MAIN - Mai...	1 - Included	2 500.00	0.00		2016/11/30 (...)
<input type="checkbox"/>			1 - BB_MONT...	ANN_BON ...	1 - Included	0.00	0.00		2016/11/30 (...)
<input type="checkbox"/>			2 - BB_WEEK ...	MAIN - Mai...	1 - Included	0.00	0.00		2014/07/26 (...)

The normal payment run process must be followed to create the payment run. When you click on the Process button the following screen will be displayed:

Select this option if the Capture Status field of the current pay period must be set to Stop All. This means that no more input will be allowed for the current pay period.

Select this option if the status of the selected pay run must be set to Processed. This means that the other pay runs will still be Open.

Select this option if no changes must be made to the Capture Status and the Process status of the current pay period.