Super Stream – Data and Payment Compliance
Functional Overview
Ellipse EAM® 8.5
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## Definitions, Acronyms and Abbreviations

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<th>Definition</th>
<th>Description</th>
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<tbody>
<tr>
<td>ABN</td>
<td>Australian Business Number. An 11 digit identification number.</td>
</tr>
<tr>
<td>ATO</td>
<td>Australian Taxation Office</td>
</tr>
<tr>
<td>BSB</td>
<td>Bank State Branch identification code</td>
</tr>
<tr>
<td>CSV</td>
<td>Comma Separated Variable</td>
</tr>
<tr>
<td>Electronic Service Address</td>
<td>URL or IP address</td>
</tr>
<tr>
<td>FVS File</td>
<td>Fund Validation Service File. Currently this is accessed via the ATO in spreadsheet and CSV format.</td>
</tr>
<tr>
<td>SMSF</td>
<td>Self Managed Superannuation Fund</td>
</tr>
<tr>
<td>SPIN</td>
<td>Superannuation Product Identification Number</td>
</tr>
<tr>
<td>SuperStream</td>
<td>SuperStream is a government reform aimed at improving the efficiency of the superannuation system. Employers must make super contributions on behalf of their employees by submitting data and payments electronically in a consistent and simplified manner</td>
</tr>
<tr>
<td>SuperStream Alternate File Format</td>
<td>The interim CSV extract format to the XBRL format.</td>
</tr>
<tr>
<td>USI</td>
<td>Unique Superannuation Identifier. This is normally the ABN of the Entity Name with a three digit sequence number for Super Funds. For example, the Mercer Super Trust ABN is 19905422981 and the USI for the Mincom Superannuation Plan is 19905422981265. Alternatively, a Fund may choose to use its current SPIN. The USI for self managed superannuation funds is the ABN for the employee's fund. A USI is used to identify a fund's products and / or channel preference for receipt of data and payments.</td>
</tr>
<tr>
<td>XBRL</td>
<td>eXtensible Business Reporting Language</td>
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</table>
Introduction

Purpose

The purpose of this functional overview is to provide a high level explanation of the SuperStream compliance requirements for employers and a detailed explanation of the Ventyx supplied solution.

Executive Summary

This development item relates to a legislative change introduced by the Australian Government to standardise the reporting of superannuation contributions. It impacts employers making super contributions, APRA-related super funds and Self Managed Superannuation Funds (SMSFs) receiving contributions.

It is part of the SuperStream reforms aimed at improving the efficiency of the superannuation system. The SuperStream Data and Payment Standard specifically aims to ensure employer contributions are paid in a consistent, timely and efficient manner to a member’s account. The change includes the linkage of contribution data with payment data.

The SuperStream Data and Payment Standard was designed to use eXtensible Business Reporting Language (XBRL) and to be operational from 1 July 2014 for employers with more than 20 employees. However, based on industry feedback on implementation timeframes and the ATO restricting the number of employers being able to use the XBRL solution from 1 July 2014, a SuperStream Alternative File Format solution option was also approved by the ATO (the finalised version being approved on 4 April 2014). This uses a csv file format for superannuation contribution reporting and compliments the existing Standard.

To assist customers achieve compliance, Ventyx has:

1. Provided a core mechanism for the capture of additional information required for the new reporting requirements.
2. Provided an optional mechanism for uploading Fund Validation Service information into Ellipse. This information is then used for data validation and reporting extracts.
3. Provided an optional mechanism for generating superannuation contribution reports for Clearing Houses, Bureau Services and Superannuation Funds. This uses the SuperStream Alternative File Format.

Ventyx strongly recommends customers consult with the appropriate third parties (e.g. Clearing Houses, Bureau Services and Superannuation Funds) prior to implementing any solution.

Scope

The scope of the SuperStream – Data and Payment Compliance development item includes:

Baselines:

The SuperStream core and optional solutions are available in the following Ellipse baselines:

- Ellipse 8.3 onwards
- Ellipse 6.4
- Ellipse 6.3
- Ellipse 6.1
- Ellipse HRX
• Ellipse 5.2.3

The solutions have been designed to be as generic as possible to accommodate infrastructure differences between baselines, customers using or not using Ellipse accounts payable, and for customers using clearing houses or directly remitting information to superannuation fund providers.

**Functional Scope:**

The functional scope of the SuperStream compliance solution encompasses:

1. Provision of a core mechanism to capture the new fields required for superannuation contribution and payment reporting. This is the minimum required of software vendors by the ATO.
2. Provision of an optional solution for uploading Fund Validation Service information into Ellipse for validation and reporting purposes.
3. Provision of an optional solution for superannuation contribution and payment reporting using the ATO SuperStream Alternative File Format. This can also be used as a starting point for customers to tailor a custom solution.

**Ellipse Changes:**

The following components were created or modified as a result of this development item:

**Modules:**

- 3001 – General Module (modified)
- 3201 – Supplier Information (modified)
- 3785 – Salary Packaging (modified)
- 3801 – Payroll Configuration (modified)
- 3820 – Payroll Management (modified)

**Programs:**

- MSO200 – Maintain Supplier Information (modified)
- MSO201 – Review Supplier Information (modified)
- MSO803 – Deduction Code Program (modified)
- MSE82S – Payroll Workbench (modified)*
- MSE785 – Review Employee Salary Package (modified)*
- MSO822 – Maintain Employee Fixed Deductions (modified)
- MSO82D – Review Employee Fixed Deductions (modified)
- MSO785 – Maintain Employee Salary Benefits (modified)
- MSO78B – Review Employee Salary Benefits (modified)
- MSU785eu.cbl and MSU785eu.cpy (modified)
- MSB8SV – Super Fund Extract Validation (new)
- MSB8SI – Super Fund Interface File Creation (new)
- MSG8FV – Fund Validation Service Upload (new)*

* Ellipse 8 baselines only
010 Tables:  
SFT – Deduction Interface Types (added 2 new associated values)  
SFPR – Super Fund Payment Reference (new)

Services:  
MSK822 – Employee Deduction Service (modified)  
MSK785 – Employee Salary Package (modified)

Files:  
MSF012 (fund validation service information)  
MSF012 (capture new data fields for pre-Ellipse 8 customers)  
MSF20A (added ELEC_SERVICE_ADDR)*  
MSF785 (added BENEFIT_REF_B1 (occurs 10)*  
MSF822 (added DEDN_REF_B)*  
MSF8PA (added DEDN_REF_B and DEFAULT_SUPPLIER_IND)*  
MSF801_D_801 (added DEDN_REF_B_D)*  
* Ellipse 8 baselines only

Screens:  
MSM200C – Create Supplier Classifications  
MSM201C – Review Supplier Classifications  
MSM822A – Maintain Employee Fixed Deductions  
MSM82DA – Review Employee Fixed Deductions  
MSE82S - Payroll Workbench (Deductions Tab)*  
MSE785 – Review Employee Salary Package (a child app of MSE82S)*  
MSM785B – Employee Salary Package (Package Details Tab)  
MSM78BB – Review Employee Salary Package (Package Details Tab)  
MSE8CDA – Deductions – Costing Details  
* Ellipse 8 baselines only

Other:  
SQL Loader scripts for uploading FVS csv into MSF012**  
** Pre-Ellipse 8 baselines only

Scope Exclusions

The following is excluded from the scope of the SuperStream compliance changes:

1. Contribution and payment reporting via the use of XBRL. This item is still being investigated from a core offering perspective. The ATO has limited the number of employers using this option in the first implementation round commencing 1 July 2014.

2. Utilisation of the ATO Fund Validation web service. Information regarding this service was still to be published by the ATO at the time of undertaking the Ventyx SuperStream solution
development. The Fund Validation Service csv option is to be available to at least December 2014. Clarification has been sought from the ATO whether the spreadsheet and csv options will continue to be available beyond December 2014. The decision for the web service to be available from 1 January 2015 is also still to be confirmed by the ATO.

3. Modifying MSE200 – Supplier Details and its related service to include the Electronic Service Address field. This service and program are review only and not critical to the development item. The intention is to modify these applications with the introduction of an updateable MSE – Supplier Information.

4. Defined Benefit superannuation contribution processing via the SuperStream Alternative File Format. This is due to the varying configurations used to implement Defined Benefits at customer sites making it difficult to provide a generic solution. Please contact Global Customer Services to receive advice/options.

**Background**

The following is a high level explanation of SuperStream and its compliance requirements based on information held on the ATO website.

It is provided for informational purposes only. Ventyx strongly recommends that customers directly review the ATO websites for the latest information, including deadlines and implementation dates.

**What is SuperStream?**

SuperStream is an Australian government reform aimed at improving the efficiency of the superannuation system.

**Who does SuperStream apply to?**

SuperStream is legislated and is mandatory for all Australian employers making super contributions, APRA-related super funds and SMSFs receiving contributions.

**What are the main objectives of SuperStream?**

The main objective of SuperStream is to ensure employer contributions are paid in a consistent, timely and efficient manner to a member’s account.

The change also aims to remove many of the complexities employers currently face as a result of funds being able to set up different arrangements for accepting contributions (due to the lack of common data standards).

In short, the change aims to link the reporting of superannuation contributions and payments from employers to Super Funds or Clearing Houses using a standardised reporting format (i.e. the Superannuation Data and Payment Standard).

**What does the Superannuation Data and Payment Standard consist of?**

The Standard is a set of minimum conditions for data and payment transmission including a minimum set of prescribed data.

Broadly, the standard has five aspects:

- A standard set of business terms and definitions (the 'definitional taxonomy')*
- A standard set of data message formats (the 'reporting taxonomy' set out in relevant message guides)*
- A messaging services standard which sets out requirements for message packaging, transport, security and receipting of messages
- A standard format for electronic payments
- Enabling services (referred to as ‘validation services’).

* Based on standard Business Reporting (SBR) and the use of XBRL

**When does the Superannuation Data and Payment Standard come into effect?**

Employer obligations (for employers with 20 or more employees) start under the standard from 1 July 2014. From this date, employers have until 30 June 2016 to meet the SuperStream requirements when sending superannuation contributions on behalf of employees.

**What are the employer’s obligations under the standard?**

- Provide the minimum data set in the specified message format using the standard terms and language of the XBRL taxonomy (or use the SuperStream Alternative File Format)
- Make payments to each destination fund electronically via direct credit/debit or BPAY
- Ensure payments and data are linked using a unique payment reference number
- Meet the minimum performance standards by sending money and data on the same day
- Respond to fund requests for missing information or queries within 10 days

**What do employers need to do to meet SuperStream obligations?**

To meet their obligations, employers can either use software that conforms to SuperStream or use a service provider who can meet SuperStream obligations on their behalf.

Options may include:

- upgrading your payroll software (using the Ventyx supplied solution or a custom solution)
- using an outsourced payroll bureau or other service provider
- using a commercial clearing house

Your default fund may also have its own electronic channel that can be used during the transitional period up to 30 June 2016. This fund can provide you with details about how to comply with the SuperStream using their preferred facilities.

**How does this development item relate to the SuperStream reforms?**

This development item enables:

- the capture of USI information
- the capture of FVS information for validation and reporting purposes
- the capture of electronic address information for SMSFs
- an extract based upon the SuperStream Alternative File Format

Ventyx strongly recommends that customers consult with the relevant bodies prior to testing / implementing any SuperStream option.

**Business Benefits**

The business benefits of this development item include:

1. The ability to capture information required for the SuperStream Data and Payment Standard. Customers can then elect to implement a custom reporting solution if required.
2. The introduction of an optional solution to achieve compliance for the reporting superannuation data and payments via the SuperStream Alternative File Format batch extract programs.

3. An additional reference field for deductions and salary packaging for non-superannuation deductions / salary package items.

Functional Enhancements

This section details the individual enhancements made with this development item and the associated design decisions.

Electronic Service Address added to the Supplier File

All SMSFs that receive employer superannuation contributions are required to have an Electronic Service Address under the new standard. It is the responsibility of trustees to supply this address to employers in order to receive contributions.

A new field of Electronic Service Address has been added to MSO200 – Create Supplier Information (on MSM200C) and MSO201- Review Supplier Information (on MSM201C) to capture and display this information for employees with SMSFs. Information is held on MSF20A_ELEC_SERVICE_ADDR for Ellipse 8 customers and on MSF012 where the key value is MSF012AESAXXXXXX (where XXXXXX is the supplier number) for pre-Ellipse 8 customers.

The Electronic Service Address can be a URL or an IP address and is used to populate information in the SuperStream Alternative File Format extract. The field is limited to 76 characters due to MSO screen constraints and there is no validation on data entry.

Note: The Electronic Service Address for non-SMSFs is derived from the Fund Validation Service data load into MSF012.

Identification of Superannuation Deduction
Records

To enable MSF837 deduction records to be identified for superannuation reporting, the following changes have been made:

1. A new associated question of “Super Related Deduction” has been added to the SFT – Deduction Interface Types 010 table. A value of “Y” must be entered to identify the deduction for superannuation purposes.

2. A new associated question of “Contribution Amount Type” has also been added to the SFT – Deduction Interface Types 010 table. These are to enable correct categorisation on the Alternative File format extract. Valid entries are:
   a. G – Superannuation Guarantee Amount
   b. A – Award or Productivity Amount
   c. P – Personal Contributions Amount
   d. S – Salary Sacrifice Amount
   e. V – Voluntary Amount
   f. O – Spouse Contributions Amount
   g. C – Child Contribution Amount
   h. T – Other Third Party Contributions Amount

   If the Contribution Amount Type associated value is left blank for superannuation deductions, option P – Personal Contributions Amount will be used. If a setting other than blank, G, A, P, S, V, O, C or T is used, the record will be excluded from the SuperStream Alternative File Format extract (i.e. will not be reported upon).

   Note: Salary Package items will use the configuration against deduction code corresponding to the matching the SALB – Reimbursement Types 010 table code.

Example:

In the example below, deduction code 889 has been set up with an Interface Type of S – Super Stream Test.

The Interface Type of S – SuperStream Test has been configured with:

- an associated value of “Y” for Super Related Deduction
- an associated value of “P” for Contribution Amount Type (i.e. Personal Contribution Amount)
A suggested configuration to minimise set up for SFT codes is displayed in the screen capture below:
**Fund Validation Service (FVS) Upload Functionality**

The FVS is a file maintained by the ATO that will be made available to registered employers for USI validation purposes. An updated file is published by the ATO on a fortnightly basis and is currently only available in spreadsheet and csv format. Details of the web service are still to be published by the ATO.

The FVS contains the banking, ABN and electronic service address details for each Super Fund’s USI. An example file supplied by the ATO is attached below:

![FDRContDataDummy Data2014.xls](image)

**Ellipse 8 Customers:**

A groovy script (MSG8FV – Fund Validation Service Upload) has been created to manage this information in Ellipse. The script deletes existing MSF012 FVS entries and then loads the FVS file information from the csv file into Ellipse.

**Pre-Ellipse 8 Customers:**

TWO (2) SQL Loader scripts have been written to maintain the FVS information in Ellipse. The first script deletes existing MSF012 FVS entries and the second script loads the FVS file information from the csv file into Ellipse.

**Note:** FVS information is not directly maintainable via the Ellipse front end.

**FVS Delete Script (all baselines):**

delete from msf012
where data_type = 'M'
and key_value like 'MSF803FVS%';

**FVS Load Script (Ellipse 6.3.1 onwards):**
OPTIONS(SKIP=1)
load data
INFILE 'FVSLoadData.csv'
INTO TABLE msf012
APPEND
FIELDS TERMINATED BY ' '; optionally enclosed by '"
{
data_type constant "M",
org_abn boundfiller,
org_name boundfiller,
eff_from_date filler,
eff_to_date filler,
profile filler,
cert_details filler,
key_value ""MSF803FVS' || :key_value",
super_name filler,
cont_rest filler,
pdest_bsb boundfiller,
pdest_acct_no boundfiller,
pdest_acct_name boundfiller,
pdest_bpay_details boundfiller,
data_area "rpad(:org_abn,11,'') || rpad(:org_name,200,' ') || rpad(:pdest_bsb,6,' ') ||
rpad(:pdest_acct_no,9,'') ||
rpad(:pdest_acct_name,32,' ') || rpad(NVL(:pdest_bpay_details,' '),20,' ') || :data_area"
}

FVS Load Script (pre-Ellipse 6.3.1): 
OPTIONS(SKIP=1)
load data
INFILE 'FVSLoadData.csv'
INTO TABLE msf012
APPEND
FIELDS TERMINATED BY ' '; optionally enclosed by '"
{
data_type constant "M",
org_abn boundfiller,
org_name boundfiller,
eff_from_date filler,
eff_to_date filler,
profile filler,
cert_details filler,
key_value ""MSF803FVS' || :key_value",
super_name filler,
cont_rest filler,
pdest_bsb boundfiller,
pdest_acct_no boundfiller,
pdest_acct_name boundfiller,
pdest_bpay_details boundfiller,
pdest_bpay_details boundfiller,
data_area1 "rpad(:org_abn,11,'') || rpad(:org_name,200,' ') || rpad(:pdest_bsb,6,' ') ||
rpad(:pdest_acct_no,9,'') ||
str(rpad(:pdest_acct_name,32,' '),1,24)"}
The decision to use SQL Loader was made given the ATO may stop providing FVS in csv format from January 2015 when it is anticipated it will release a web service only solution. SQL Loader eliminated the need to create an interim batch program. As SQL Loader is not supported in Ellipse 8, a groovy script has been developed.

Please discuss implementation of the SQL Loader scripts with your Ellipse System Administrator, including options such as running via shell scripts, perl scripts, cron or embedding into a batch table (e.g. linking to a regularly run batch job). The scripts can be run multiple times in a reporting cycle.

**New Unique Superannuation Identifier (USI) Fields**

A USI is used to identify a fund’s products and/or channel preference for receipt of data and payments.

The USI is usually the ABN of the Entity Name with a three digit sequence number for super funds. For example, the Mercer Super Trust ABN is 19905422981 and the USI for the Mincom Superannuation Plan is 19905422981265. Alternatively, a fund may use its current Superannuation Product Identifier Number (SPIN). The USI for self managed superannuation funds is the ABN for the employee’s fund.

A new field labelled “Identifier” to capture the USI for a deduction or salary package item has been added to the following programs (screen id in brackets for MSO programs):

- MSO803 – Deduction Code Program (MSM8CDA)
- MSO822 – Maintain Employee Fixed Deductions (MSM822A)
- MSO82D – Review Employee Fixed Deductions (MSM82DA)
- MSE82S – Payroll Workbench - Deductions tab
- MSE785 – Review Employee Salary Package
- MSO785 – Maintain Employee Salary Benefits – Package Details tab (MSM785B)
- MSO78B – Review Employee Salary Benefits – Package Details tab (MSM78BB)

A generic literal of “Identifier” has been adopted so that the new field can be used as an additional reference field for all deductions/salary packages. The new field supports up to 20 characters for consistency with the reference field length.

There is no validation on the Identifier field (other than it being up to 20 characters) unless the deduction has been created with an Interface Type that has an associated value of Y for “Super Related Deduction” on SFT – Deduction Interface Types. When this is configured:

1. Entry of a USI is mandatory for employee fixed deductions (unless using the default USI and supplier configured on MSO803) and salary package items. This is to ensure all superannuation related employee deductions and salary package items have a USI.
2. The USI entered will be validated against the USI listing on the MSF012 file created via the Fund Validation Service upload process. A warning message of “3649 – USI NOT ON VALIDATION FILE” will be displayed to the user if no match occurs and the USI is greater than or less than 11 characters. A warning message is displayed rather than an error message.
because the FVS upload may not have occurred or the USI may be new and not included on the most recent ATO provided file.

3. If no match occurs against MSF012 per step 2 and the USI entered is 11 characters (i.e. an ABN for a SMSF), an additional check is undertaken to match the USI for the deduction / salary package item against the nominated supplier record to ensure the ABNs match. A warning message is given if there is a mis-match between the USI and the ABN held against the supplier file. A warning message is also produced if the nominated supplier has a blank electronic service address record.

Note: Ventyx recommends the use of the reference field to capture employee superannuation membership numbers as per current practice. This will be used to populate the Member Client Identifier field in the SuperStream Alternative File Format extract. It is also recommended that superannuation related deductions be configured to be non-updateable via Employee Self Service (ESS).

The identifier (USI) information displayed on MSM8CDA is held on MSF801_D_801_DEDN_REF_B_D in Ellipse 8 and MSF012 where the key value is MSF012801DUSIDXXXYYY (where XXX is the pay group and YYY is the deduction code) for pre-Ellipse 8 baselines.

The identifier information entered via MSM822A, MSE82S and MSK82S are stored in MSF822_DEDN_REF_B in Ellipse 8 and MSF012 where the key value is MSF012822USIDXXXXXXXYYYYZZZ (where XXXXXXXX is the employee id, YYY is the pay group and ZZZ is the deduction code) for pre-Ellipse 8 baselines. MSF8PA has also been provisioned for in Ellipse 8 with new dictionary fields for DED_REF_B and DEFAULT_SUPPLIER_IND.
The Identifier field in MSM785B and MSE785 is stored against MSF785_BENEFIT_REF_B1 (occurs 10) in Ellipse 8 and against MSF012 where the key value is MSF012785XXXXXXXXYYYYYYYY (where XXXXXXXXXXXX is the employee id and YYYYYYYYY is the inverse effective date) for pre-Ellipse 8 baselines.

New Batch Programs for SuperStream Reporting

Two (2) new batch programs have been developed to provide an optional solution for contribution data and payment reporting using the Alternative File Format option:

MSB8SV – Super Fund Extract Validation

MSB8SI – Super Fund Interface File Creation

The first program produces a validation report and the second program generates an extract file (MST83S).

A copy of the approved ATO supplied SuperStream Alternative File Format (Version 0.4 released on 4 April 2014) is attached below. The initial specification was only agreed upon at the end of March 2014.

MSB8SV – Super Fund Extract Validation

The purpose of the MSB8SV – Super Fund Extract Validation program is to:

1. Automatically update the SFPR – Super Fund Payment Reference file with any USIs not previously reported upon. The USI will be created on the 010 table with a blank associated
value for the payment reference field. The payment reference details for USIs already contained on the SFPR file will not be updated.

2. Generate a validation report to identify:
   a. USIs with no payment reference entries. This will need to be actioned via MSO010, smart excel or connectors.
   b. USIs with a payment reference (displaying each USI's actual payment reference). This information is provided in case payment references have not been updated since the previous reporting cycle for a USI. Entries are not deleted because it may be simpler to increment the record rather than completely re-enter the payment reference.
   c. Any employee records without a valid USI. This can be used to correct employee fixed deductions and salary package items.
   d. Any deduction with a USI not 11 digits long that does not have a corresponding MSF012 entry (i.e. USI has not been found on the Validation File).

This program is run post pay update and can be run multiple times for the one reporting cycle.

The program has nine (9) request parameters:

- Pay Group
- Multi Pay Group
- Create Consolidated Extract File (Y/N)
- Create Interface File Requests (Y/N)
- Reporting Frequency
- Contact Family Name (30 characters)
- Contact Given Name (12 characters)
- Contact Phone Number (16 characters)
- Contact Email (76 Characters)
The Pay Group parameter gives the option of running the batch report for a particular pay group. Alternatively, a logical grouping of pay groups can be selected via the Multi Pay Group parameter. The Multi Pay Group parameter uses the existing MUPG – Multiple Pay Group Selection 010 table (not available in Ellipse 5.2.3.2 baseline). If neither parameter is specified, then the program will process for all pay groups.

**IMPORTANT:** Only link pay groups with the same ABN, pay frequency and reporting schedule via MUPG for the purposes of the SuperStream Alternate File Format extract.

The Create Consolidated Extract File parameter gives the option of producing a consolidated extract file or a file per USI. The consolidated option is likely to be used if the customer is using a clearing house, bureau service or providing superannuation information to a single fund for further distribution on behalf of the employer.

The Create Interface File Requests parameter enables MSB8SI to be submitted upon the completion of MSB8SV.

The Reporting Frequency parameter is validated against the DFRQ table to allow remittance reporting on different cycles. If the reporting frequency is invalid, an error message is produced.

**IMPORTANT:** Customers with the Consolidate YTD set to Y on system control file (MSM001E) must only use the Reporting Frequency parameter of LP – Last Period. Do not use any other parameter setting.

The remaining parameters are used to populate mandatory contact information on the extract file.

An example of the Super Fund Extract Validation report is below:
**MSB8Si – Super Fund Interface File Creation**

This batch request can be initiated via MSB8SV or run directly. It has 8 request parameters:

- Pay Group
- Multi Pay Group
- Unique Super Identifier
- Reporting Frequency
- Contact Family Name (30 characters)
- Contact Given Name (12 characters)
- Contact Phone Number (16 characters)
- Contact Email (76 characters)
The Pay Group parameter allows the extract to be produced for a specific pay group.

The Multi Pay Group parameter allows for a set of pay groups to be requested (e.g. all fortnightly pay groups). The Multi Pay Group configuration is maintained on existing MUPG – Multiple Pay Group Selection table.

**IMPORTANT:** Only associate pay groups with the same ABN, pay frequency and reporting schedule via MUPG for the purposes of the SuperStream Alternate File Format extract.

The USI parameter allows the extract to be produced for a specific USI (e.g. a SMSF) or all USIs if "**************" is specified.

The Reporting Frequency parameter is validated against the DFRQ – Deduction Reporting Frequency table to allow for payroll’s reporting on different cycles. If the reporting frequency is invalid, an error message displays.

**IMPORTANT:** Customers with the Consolidate YTD set to Y on system control file (MSM0011E) must only use the Reporting Frequency parameter of LP – Last Period. Do not use any other parameter setting.

The remaining parameters are used to populate mandatory contact information on the extract file.
How to Configure Modules

<table>
<thead>
<tr>
<th>Module No</th>
<th>Module Name</th>
<th>Required</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>3001</td>
<td>General Module</td>
<td>Y</td>
<td>Required for employee set up and 010 table administration</td>
</tr>
<tr>
<td>3210</td>
<td>Supplier Information</td>
<td>Y</td>
<td>Required for capturing SMSF reporting details including banking</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>details, electronic service address and ABN.</td>
</tr>
<tr>
<td>3785</td>
<td>Salary Packaging</td>
<td>Optional</td>
<td></td>
</tr>
<tr>
<td>3801</td>
<td>Payroll Configuration</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>3820</td>
<td>Payroll Management</td>
<td>Y</td>
<td></td>
</tr>
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</table>

System Control File

<table>
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<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Not applicable</td>
<td>n/a</td>
<td></td>
</tr>
</tbody>
</table>

District Control File

<table>
<thead>
<tr>
<th>Screen</th>
<th>Attribute</th>
<th>Required</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Not applicable</td>
<td>n/a</td>
<td></td>
</tr>
</tbody>
</table>

Table Codes

<table>
<thead>
<tr>
<th>010 Table</th>
<th>Description</th>
<th>Required</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>SFT</td>
<td>Interface Type</td>
<td>Y</td>
<td>Associated values determine if a deduction is required for</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>superannuation reporting and also the contribution amount type.</td>
</tr>
<tr>
<td>DFRQ</td>
<td>Deduction Reporting Frequency</td>
<td>Y</td>
<td>Used to determine reporting cycle for superannuation reporting</td>
</tr>
</tbody>
</table>
### Data Preparation

The following data preparation is required prior to the first reporting cycle using the SuperStream Alternative File Format:

1. All superannuation deduction codes need to be configured with the appropriate Interface Type setting on MSM803B along with the correct SFT associated values. Remember to update global and any pay group specific deductions.

2. USIs need to be added to the default deductions set up on MSM8CDA.

3. FVS information needs to be loaded into Ellipse via SQL Loader scripts (pre-Ellipse 8) or MSG8FV (Ellipse 8).

4. Supplier banking details checked to confirm they match the banking details held on the FVS csv file supplied from the ATO. Banking details in the extract file use the MSF012 FVS banking information. Supplier held banking information is only used for SMSF records.

5. Employee salary package information needs to be updated with the appropriate USI in the Identifier field via MSM785B.

6. Overridden employee superannuation deductions need to be updated with the appropriate USI in the Identifier field via MSM822A or MSE82S.

7. Employees with SMSFs need to be set up as separate suppliers and their electronic service address recorded on MSM200C.

8. Fixed deduction codes for superannuation rollover on ETP need to be configured. This enables rollovers to be included on the extract file.

9. Configure MUPG if MSB8SV or MSB8SI is to be requested using the Multi Pay Group parameter (not available with Ellipse 5.2.3.2 baseline). **IMPORTANT:** Only associate pay groups with the same ABN, pay frequency and reporting schedule via MUPG for the purposes of the SuperStream Alternate File Format extract.

10. Ensure SY table file has 3 character state code associated values configured. These will be used for the MST83S extract file.

11. Ensure pay groups have banking details (Branch Code, Account Number and Bank User Name) recorded on MSM808C - Pay Group Banking Details. These will be used for the MST83S extract file.
Security

Security for the new MSB8SV and MSB8SI programs will need to be configured for the appropriate users. The appropriate users also need to be given access to maintain the SFPR 010 table for managing payment references.

Core Menu Changes

A decision has been made not to add MSG8FV, MSB8SV or MSB8SI to the core menus in Ellipse 8 because of the interim nature of the SuperStream Alternate File Format solution.

Other Configuration

Please consult your System Administrator for the preferred solution for implementing and running SQL Loader scripts.

Business Process

The following represents the proposed business process cycle for superannuation data and payment reporting:

1. Download the latest FVS csv file from the ATO.
2. Run MSG8FV (Ellipse 8) or the SQL Loader scripts (pre-Ellipse 8) to (i) delete the prior FVS data from MSF012 and (ii) upload the latest FVS information into Ellipse. It is recommended to undertake this step at the beginning of the processing cycle (and regularly within the cycle) so that deduction validation is performed against the most recent ATO data.
3. Maintain employee superannuation and salary package data including USI information. This also includes maintaining supplier file information for employees with SMSFs.
4. At the end of the processing cycle, download the latest FVS csv file and run MSG8FV (Ellipse 8) or the SQL Loader scripts (pre-Ellipse 8) to update the MSF012 FVS information in Ellipse. This is again to make sure the most recent FVS data is within Ellipse.
5. Run MSB8SV with the appropriate parameter requests for the target reporting data and period after the pay update. This will:
   a. Generate the validation control report(s)
   b. Update SFPR with new USIs not previously reported on in Ellipse (i.e. no payment reference)
6. Make the required corrections from the control report.
7. Maintain super payment reference associated values in SFPR for USIs contained on the file. This step may not be necessary if using a funds clearing house.
8. Re-run MSB8SV. Ensure the control report is confirmed as accurate. MSB8SV allows for MSB8SI to be submitted automatically. MSB8SI can also be initiated manually if required.
9. Submit the superannuation extract file(s) to the superannuation fund(s) or clearing house via the agreed mechanism(s).
10. Archive the superannuation extract file for the cycle.
Functional Overview

The following activities can be performed as a result of this development item:

- Configure a deduction with default USI and supplier details (MSO803)
- Override a fixed deduction with USI and supplier details (MSO822 / MSE82S)
- Override a salary package item with USI and supplier details (MSO785)
- Add an electronic service address to a supplier (MSO200)
- Upload FVS validation data into Ellipse (SQL Loader or MSG8FV)
- Maintain super payment reference information against a USI (MSO010 – SFPR)
- Run the Super Fund Extract Validation File (MSB8SV)
- Run the Super Fund Interface Create File (MSB8SI)

Configure a deduction with default USI and Supplier Details

Step 1.
Launch MSO803 and select Option 4. Modify a Deduction Code Costing Details. Enter the Pay Group and Deduction Code. [Submit].

![MSM603A - DEDUCTION CODE MENU](image)

Option: 4. Modify a Deduction Code Costing Details
Pay Group: ***
Deduction Code: 009

Step 2.
Enter the default Supplier Id and the default Identifier (USI) for the deduction. [Submit].

![MSM803A - CREATE DEDUCTIONS - COSTING DETAILS](image)

Pay Group: ***
Deduction Code: 009
Description: Superstream Default Dedn
Supplier: SSFV
Identifier: 19905422981265

This will then default the above Supplier and Identifier details when this deduction is used (and the fields are not overridden via MSO822 or MSE82S). See example below:

Entry:
Saved Record:

Note: Ventyx recommends using the Reference field to record an employee's superannuation membership number.

**Override a fixed deduction with USI and Supplier details**

**Step 1.**
Launch MSO822 or MSE82S. Process a deduction as usual and enter the appropriate Identifier (USI) and Supplier Id. [Submit]

**Override a salary package item with USI and Supplier details**

**Step 1.**
Launch MSO785. Process a salary package item as usual and enter the appropriate Identifier (USI) and Supplier Id. [Submit]
Add an Electronic Service Address to a Supplier

**Step 1.**
Launch MSO200. Using either the Create (for a new supplier) or Modify (for an existing supplier) options, enter the Electronic Service Address field on the Classifications tab. [Submit]

![MSO200C - CREATE SUPPLIER CLASSIFICATION](image)

Enter the URL or IP address for the SMSF here. It is the responsibility of the trustee to supply the electronic service address to employers.

Upload FVS validation data into Ellipse

**Ellipse 8:**

**Step 1.**
Save the FVS file downloaded from the ATO into the Ellipse work directory (note: the location will differ between installations. Please discuss with your Ellipse System Administrator.)

**Step 2.**
Launch MSO080 – Request Reports from the Quicklaunch. Enter MSG8FV.

**Step 3.**
Enter the required report parameters.
Step 4.
If the Report Required parameter was set to Y, the SuperStream Data Upload report will be generated. This provides information on USIs that were uploaded into Ellipse with control totals.
An example of the report is below:

```
SuperStream Data Upload

Wed May 21 13:30:56 EST 2014

@Requested By = marka
@District = R100
Report Required = Y
Input File =

Input file not entered, defaulting to FSVLoadData.csv
Full input file path and name : /opt/efs/work/FSVLoadData.csv
Organisation ABN : 12345678900
Organisation Name : ABC Superannuation Savings Trust
USI : 12345678900001
Primary Destination - BSB : 737001
Primary Destination - Account Number : 12345678
Primary Destination - Account Name : ABC Fund
Primary Destination - BPAY Details : 12345
Primary Destination - Electronic Service Addr : https://dummygateway-gateway.p.vu/upload

Total CSV file records read (including header) : 2
Total fund validation service records created : 1

**** END OF REPORT ****
```

Pre-Ellipse 8:

**Step 1.**
Refer to your System Administrator. This may vary based on implementation site and Ellipse baseline.

**Maintain super payment reference information against a USI**

**Step 1.**
Launch MSO010. Enter Table Type – SFPR (Super Fund Payment Reference) and the Table Code (USI).

Step 2.
Enter / modify the payment reference (max length of 14 characters) into associated value field.

Note: The format of the payment reference is a customer business decision. The reference simply enables the linking of the contribution data to the payment.

Run the Super Fund Extract Validation File

Step 1.
Launch MSB8SV from the quicklaunch.

Step 2.
Enter the required report request parameters.
Functional Overview

SuperStream - Data and Payment Compliance

MSM008B - MAINTAIN REPORT REQUEST

Report: MSMBSV  Report ID: A
Request No.: 01
Request by: FLOYD,JASON
District Code: R100
Distribution Code: P

For Printing:
Enter Printer: EMAIL  and Number of Copies: 1
Notify when complete: N
Delay Report: Delay Date: 15/05/2014
Delay Time: 01:00

Batch Submission: Enter Y to Submit Program for Batch Processing
Cyclical Request: Enter Cycle Days
Cycle Type

Override Recipient: 

MSM080C - MODIFY REPORT PARAMETERS

Report: MSMBSV  Report ID: A
Request No.: 01

Pay Group
Multi Pay Group
Create Consolidated Extract File (Y/N)
Create Interface File Requests (Y/N)
Reporting Frequency
Contact Family Name
Contact Given Name
Contact Phone Number
Contact Email
IMPORTANT: Customers with the Consolidate YTD set to Y on system control file (MSM001E) must only use the Reporting Frequency parameter of LP – Last Period. Do not use any other parameter setting.

Step 3.
Check and action the validation report. Repeat Steps1-3 until satisfied no further action is required.

Ensure all USIs have a payment reference.

Ensure all records have a USI. If any record is missing a USI, the MSB8SI will not be initiated from MSB8SV and a MST83S file will not be generated.

It may be acceptable to have USIs with warning messages of “USI is not on the validation file”. These will need to be manually checked. This is because the ATO only updates the FVS file on a fortnightly basis and it may be missing newly created USIs.

The Origin field on the report specifies if the warning has resulted from an Employee Fixed Deduction (Emp Ded), Salary Package item (S/Pack) or from the default settings against the deduction (Deduct).
Run the Super Fund Interface Create File

**Step 1.**
Launch MSB8SI from the quicklaunch.

**Step 2.**
Enter the required report request parameters.
### Functional Overview

#### SuperStream - Data and Payment Compliance

**MSM080C - MODIFY REPORT PARAMETERS**

<table>
<thead>
<tr>
<th>Report</th>
<th>ABB8SI</th>
<th>Super Fund Interface File Creation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report ID</td>
<td>A</td>
<td></td>
</tr>
<tr>
<td>Request No.</td>
<td>01</td>
<td></td>
</tr>
</tbody>
</table>

**Pay Group**

- Multi Pay Group: NH1
- Unique Super Identifier: **************
- Reporting Frequency: LP - Last Period
- Contact Family Name: FLOYD
- Contact Given Name: JASEN
- Contact Phone Number: 3333 3333
- Contact Email: JASEN@TESTEMAIL.COM

**IMPORTANT:**

1. Customers with the Consolidate YTD set to Y on system control file (MSM0011E) must only use the Reporting Frequency parameter of LP – Last Period. Do not use any other parameter setting.

2. Remember to ensure all MSB8SI requests are initiated if running in non-consolidated mode (ie separate extracts for each USI).

**NOTE:**

No validation report is generated when MSB8SI is run directly.

**Step 3.**

Access the extract file (MST83S) and the log files via MSE086 in Ellipse 8 per the screen captures below:
IMPORTANT:

1. Pre-Ellipse 8 customers please seek advice from your Ellipse System Administrator on how to access the files.

2. Pre-Ellipse 8 customers will need to unblock the MST83S file while it is on a Unix box. The following command line may be used:

   ```bash
dd if=<insert MST83S file name here> of=<insert desired output file name here> conv=unblock cbs=2834 obs=2834 ibs=2834
   ```
FAQs

The following questions are answered in this FAQ section:

- **Does this development item apply to my organisation?**
- **What are the key dates?**
- **What is the main objective/driver of the SuperStream change?**
- **What are the changes to Ellipse?**
- **Why develop the interim solution rather than the full XBRL standard?**
- **What is the Ventyx recommended business process for this solution?**
- **Do I have to use the Ventyx delivered solution?**
- **How do I use the recommended solution?**
- **How can I test the solution?**
- **Who do I contact for assistance and further information?**
- **If creating a Super Stream file (whether it is in XBRL or flat file format) and the employer elects to send the data directly to individual super funds, is it necessary to create discrete files for each super fund containing only data for that fund?**
- **Does the Tax File Number on the extract file have to be encrypted?**
- **How do I get access to the Fund Validation Service file from the ATO?**
- **Do I need to set up separate super deductions for an employee if they have elected to multiple investment options (e.g. 20% Cash 80% Growth) with a fund? What if the Cash option has a different USI to the Growth option?**
- **What are the validation rules in Ellipse for the new Identifier field for deductions configured for superannuation reporting?**
- **Does the extract file use the employee’s work or home contact details from Ellipse?**
- **When are the Super Fund Member Registration details populated on the extract file?**
- **Can an employee appear on more than one row of the extract file?**
- **What format should we use for the payment reference?**
- **MSB8SI is not initiating from MSB8SV. I am also not getting a MST83S extract. Why not?**
- **Can I generate a monthly extract for superannuation reporting purposes?**
- **What does the Reporting Frequency parameter on MSB8SV and MSB8SI do?**

**Question:**

Does this development item apply to my organisation?

**Response:**

Broadly speaking, this development item relates to all Australian payroll customers managing superannuation contributions in Ellipse.

However, the extent of the adoption of the Ventyx solution may vary between customers.

Ventyx has enabled:
1. The capture of the required information in Ellipse for superannuation reporting purposes. This is the minimum required by software vendors to enable customer to implement their own custom solutions.

2. An optional reporting solution based on the SuperStream Alternative File Format, as issued by the ATO.

**Question:**
What are the key dates?

**Response:**
From 1 July 2014, employers with 20 or more employees and trustees of self-managed superannuation funds (SMSFs) have certain obligations they must meet under the data and payment standard.

**Question:**
What is the main objective / driver of the SuperStream change?

**Response:**
In short, the change aims to link the reporting of superannuation contributions and payments from employers to Super Funds or Clearing Houses using a standardised reporting format (i.e. the Superannuation Data and Payment Standard).

**Question:**
What are the changes to Ellipse?

**Response:**
Please refer to the Scope and Functional Enhancements sections of this Functional Overview.

**Question:**
Why develop to the interim solution rather than the full XBRL standard?

**Response:**
Ventyx has elected to provide an optional solution using the SuperStream Alternative File Format because (i) the solution can be easily provided to all Ellipse baselines (ii) the ATO has restricted the number of employers implementing the XBRL solution from 1 July 2014 and therefore the majority of customers would need to implement an alternative solution (iii) Ventyx is continuing to investigate options regarding the delivery of an XBRL based solution.

**Question:**
What is the Ventyx recommended business process for this solution?

**Response:**
Please refer to the Business Process section of this Functional Overview.

**Question:**
Do I have to use the Ventyx delivered solution?

**Response:**
No. Customers may choose to implement custom options within Ellipse or via 3rd party arrangements (e.g. Bureau Service Providers, Clearing Houses etc) based on business requirements.

**Question:**
How do I use the recommended solution?
Response:
Please refer to the How to Configure and Functional Overview sections of this document.

Question:
How can I test the solution?

Response:
Ventyx recommends UAT and also testing made in conjunction with the relevant third party organisations (e.g. Bureau Services, Clearing Houses and Superannuation Fund Providers).

Question:
Who do I contact for assistance and further information?

Response:
For support of the Ventyx solution, please raise a Salesforce case via Global Customer Support. For legislative / guideline interpretation advice, please contact the ATO.

Question:
If creating a Super Stream file (whether it is in XBRL or flat file format) and the employer elects to send the data directly to individual Super Funds, is it necessary to create discrete files for each Super Fund containing only data for that fund?

Response:
Yes. However, if a Super Fund is acting as a clearing house for the employer, only one file needs to be sent to the Super Fund.

Question:
Does the Tax File Number on the extract file have to be encrypted?

Response:
Ventyx received advice from the ATO that the TFN does not need to be encrypted and the industry is moving away from this.

Question:
How do I get access to the Fund Validation Service file from the ATO?

Response:
Please contact the ATO. Also refer to:


Question:
Do I need to set up separate super deductions for an employee if they have elected to invest in multiple investment options (e.g. 20% Cash 80% Growth) with a fund? What if the Cash option has a different USI to the Growth option for the same fund?

Response:
Clarification received from the ATO stated “The employer responsibility is to deliver the contribution to an employee’s superannuation account. The Fund (Trustee) is responsible for allocating that money to that person’s account and processing the person’s investment instructions as defined under the trust deed of the fund. i.e.: investment splitting is a fund administration role not an employer function. USI is a means of identifying an account not an investment option within an account”.

**Question:**
What are the validation rules in Ellipse for the new Identifier field for deductions configured for superannuation reporting?

**Response:**

**Deductions**

1. The Identifier field is not mandatory on MSM8CDA for super deductions. This is because not all superannuation deductions have to be set up with default details for the USI. They may instead be directly entered against the Employee Fixed Deduction / Salary Package item.

2. If an 11 character USI is entered into the Identifier field on MSM8CDA, a Supplier must also be entered. Otherwise the Supplier field is not mandatory on MSM8CDA.

3. Upon submit, the USI will be validated against MSF012 FVS file for a matching USI record (i.e. to check that the USI specified is on the ATO Fund Validation Service file).
   a. If a match is found, no warning message is produced. End of validation.
   b. If a match is not found, a warning message [Warning - USI not on the validation file] will be produced if the length of the USI entered is less than or greater than 11 characters. End of validation.
   c. If the USI entered is 11 characters exactly and not on the MSF012 FVS file (because some SMSF may be on the ATO supplied FVS file), it is assumed to be an ABN for a Self Managed Superannuation Fund. Validation checking proceeds to Step 4.

4. The 11 character USI is then validated against the ABN number associated with the Supplier specified against the deduction:
   a. If a match is found, no warning message is produced. Proceed to validation checking in Step 5.
   b. If no match is found, a warning message [Warning – USI not on the supplier file] is produced. End of validation.

5. For an 11 character USI matching the ABN recorded against the supplier record, a warning message [Warning – Supplier service address not set] is also produced if the Supplier does not have an Electronic Service Address entered on MSM200C.

**Employee Fixed Deductions**

1. The Identifier field is mandatory on MSM822A/MSE82S if a default USI has not been set up against the deduction. This is to ensure all Employee Fixed Deductions for superannuation reporting have a USI recorded.

2. The Supplier field is only mandatory if the override USI is 11 characters in length (i.e. an ABN for a SMSF).

3. If using the default deduction USI details for an Employee Fixed Deduction, these have already been validated at the creation of the deduction. Validation is not repeated at the Employee Fixed Deduction level.

4. If an override USI or Supplier is entered against an Employee Fixed Deduction, it will be validated per the Deduction validation rules.

**Employee Salary Package Items**
1. The Identifier field on MSM785B is mandatory if a default USI has not been set up against the deduction. This is to ensure all employee Salary Package items for superannuation reporting have a USI recorded.

2. The Supplier field is only mandatory if the override USI is 11 characters in length (i.e. an ABN for a SMSF).

3. If using the default deduction USI details for an employee Salary Package item, these have already been validated at the creation of the deduction. Validation is not repeated at the employee Salary Package item level.

4. If an override USI or Supplier is entered against an employee Salary Package item, it will be validated per the Deduction validation rules.

Question:
Does the extract file use the employee’s work or home contact details from Ellipse?

Response:
The file is populated with the employee’s residential address details and home telephone, mobile and email address details.

Question:
When are the Super Fund Member Registration details populated on the extract file?

Response:
An employee’s details will appear in this section of the file if they have a hire date falling within the extract file reporting span and have contributions to a fund. For example, a new starter who has been added to the default company plan will have details in this section of the extract file.

Question:
Can an employee appear on more than one row of the extract file?

Response:
No if the file is per USI (i.e. non-consolidated)
Yes if the file is consolidated. For example, an employee may be contributing to 2 separate funds which have different USIs.

Question:
What format should we use for the payment reference?

Response:
The format of the payment reference entered in the associated value field in SFPR is customer specific. It is free text with a maximum of 14 characters. Its purpose is to enable the linkage of the extract file containing the superannuation contribution information with the actual payment.

Question:
MSB8SI is not initiating from MSB8SV. I am also not getting a MST83S extract. Why not?

Response:
The most likely reason is that there is at least one superannuation record that does not have a USI. Please check the MSB8SV validation report.

Question:
Can I generate a monthly extract for superannuation reporting purposes?

Response:
Only for monthly pay groups (by using the Reporting Frequency of LP – Last Period).
What does the Reporting Frequency parameter on MSB8SV and MSB8SI do?

**Response:**
The Reporting Frequency parameter on MSB8SV and MSB8SI determines the pay period span for information to be reporting in MST83S.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Functionality</th>
</tr>
</thead>
<tbody>
<tr>
<td>LP</td>
<td>Last Period</td>
<td>Uses the data from the last completed pay period for the pay group(s) nominated (i.e. the pay period just completed after MSB8UP has completed and the processing schedule rolled forward)</td>
</tr>
</tbody>
</table>
| PP   | Prior Period    | Uses the data from the pay period prior to the last completed pay period for the pay group(s) nominated (i.e. PP = LP – one pay period).  
This would be used normally if the MST83S was not generated in time (where the Reporting Frequency of LP is normally used) but a subsequent pay update has already been run. |
| CQ   | Current Quarter | After the last pay update for the quarter has been run, this option will report on data for the quarter just completed for the nominated pay group(s).  
However, if subsequent pay updates have been run in the current quarter, the option of CQ will report on the completed pays in the current incomplete quarter. |
| PQ   | Prior Quarter   | Allows for reporting in the prior quarter after the first pay update has been run in the current quarter.                                        |

These are the only options that are available for the Reporting Frequency parameter.

**Appendix 1 – Access to the FVS**

The following is an extract from the ATO website on how to access FVS. It is anticipated the csv solution will be replaced by a web service from January 2015.
FUND VALIDATION SERVICE – EMPLOYER AND SERVICE PROVIDER ACCESS

The purpose of this document is to provide employers and service providers with guidance on how to access and use the outputs provided by the Fund Validation Service (FVS) between March and December 2014.

What is the FVS?
From 1 July 2013, the FVS enabled APRA funds to check product and bank account details for outbound rollovers, assisting fast and reliable processing of electronic rollovers and payments in accordance with the new Superannuation Data and Payment Standard 2012 (the ‘Standard’).

From 1 July 2014, the FVS will be upgraded and extended to enable employers to check product and bank account details for contributions being sent to destination funds, thereby assisting fast and reliable processing of electronic contributions and payments.

What information does the FVS contain?
The information which must be provided includes at least one unique superannuation identifier (USI) for each eligible superannuation entity. For each USI, a trustee must also provide:

- Bank account details for receipt of electronic payments
- Electronic service address
- The date on which this information is to be operative from.

The Commissioner of Taxation also requires certain additional information in order to complete the register and make it functional (i.e. fit for purpose) for all users (e.g. fund ABN, product name, etc.).

1. The FVS is available for large and medium employers and service providers to support the process of sending rollovers and contributions electronically in accordance with the Superannuation Data and Payment Standard.

The ATO uploads output files from the Fund details register every fortnight to a secure data transfer facility at https://datatransfer.ato.gov.au. This facility supports individual mailbox access for each authorised user. These files remain available for download at any time during the fortnightly cycle. You are able to download files from the mailbox in either Microsoft Excel (xl5) or Comma-Separated Value (CSV) formats.

Employers can access the FVS directly themselves or via their service provider (payroll provider, fund, clearing house, etc.). Employers should work with their service provider to determine how to best access and use the information in the FVS.

2. Employers and service providers need to provide the ATO with the following information so that we can provide them with access to the service via this mailbox:

- Your entity name and ABN
- The name, email address and contact number for each authorised user requiring access (please limit to two users per entity).

You should email this information to superstreamstandards@ato.gov.au.

Please ensure you advise the ATO when your users no longer need access, for example if they leave your organisation.

When access is granted, a login, password and other details for accessing the mailbox will be emailed to you from the Fund Validation Service team.

3. Once you have retrieved the file, it is a matter for each user to determine how the information is integrated within your business processes and systems environment. The file can be used as a stand-alone look-up file for finding or checking fund details; alternatively the data can be uploaded to a registry or other support system.

Use of the FVS must be in accordance with the Terms & Conditions of use. Users are asked to accept these terms and conditions on receipt of the first output file.