



# Meeting Outcomes v1.01

Version 1.01 makes corrections to session 2 proposed changes

File ref: 20190116\_STPTCFG

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|--|---|
| Title: <b>Single Touch Payroll (STP) Technical Committee Focus Group TFND data 2019 Meeting outcomes</b> |   |
| Issue date:  | 4 <sup>th</sup> February, 2019  |
| Venue:   | <a href="https://ato.webex.com/">https://ato.webex.com/</a>   |
| Event date:  | <b>16<sup>th</sup> January, 2019</b>  |
| Start:   | 14:00 (AEDT)  |
| Finish:  | 15:30   |
| Facilitator:   | Mick Ferris   |
| Secretariat:   | Gary Anderson   |
| Publications   | <a href="https://softwaredevelopers.ato.gov.au/STPTCFG-TFNDEC_data_2019">https://softwaredevelopers.ato.gov.au/STPTCFG-TFNDEC_data_2019</a> |

This was a closed meeting restricted to members of the STPTC Focus Group (\*\* indicates new member)

## **Digital Service Provider (DSP) members**

### DSP Name (& company)

Azeem Mohammed (Dept. Jobs) \*\*  
Brett Reed (e-PayDay Pty Ltd)  
Deanne Windsor (Pendragon)  
Doreen Bhamji (Datacom)  
Graham Coutts (ADP)  
Jack Wee (Catsoft) \*\*  
Martin Etherington (Xero)  
Samson Palkuri (Wolters Kluwer) \*\*  
Theresa Kulik (Technology One) \*\*

CBR  
BNE  
BNE  
SYD  
MEL  
MEL  
CBR  
MEL  
BNE

### Representing software segment

In-house s/w; Job agents, small business  
Payroll – Cloud / Desktop  
Payroll & ERP  
Payroll; NZ DSPs;  
Payroll; and Payroll bureaus  
Tax Preparation; Accounting - Desktop  
Payroll; cloud s/w  
Tax Prep; Accounting – Large Corporate  
Enterprise Software

## **ATO members**

|                  |     |   |
|------------------|-----|---|
| Cameron Everitt  | ADL | EST - Digital Wholesale Services (DWS)          |
| Gary Anderson    | SYD | EST - Digital Wholesale Services (DWS)          |
| Gerardine Burke  | BNE | EST - Digital Wholesale Services (DWS)          |
| Ian Colhoun      | HOB | SMB - Single Touch Payroll                      |
| Martin Kenseley  | CBR | EST - Digital Wholesale Services (DWS)          |
| Michael Connolly | BNE | EST – Application Architecture and Design (AAD) |
| Michael Ferris   | CBR | EST - Digital Wholesale Services (DWS)          |
| Nicola Sellick   | CBR | EST – Application Architecture and Design (AAD) |
| Rodney Sheils    | MEL | SMB – Field Client Engagement Group - PAYG      |

**Apologies ATO:** Angela Lehmann, Desmond Parker, Kylie Johnston, Kym Myall, Michael Corrigan

## **OUTCOMES:**

- Participants recommended that the ATO's proposed changes to SBR2 TFND v5 would not adversely impact existing TFND submitters.
- Participants recommended that ATO:
  - proceed with proposed changes to SBR2 TFND v5 (details on page 2 of this document)
  - publish information on intent via this focus group's outcomes.
  - communicate changes to the software industry via normal channels and release notes
- Focus group to be "on hold" regarding the extended goal of TFN declaration's data alignment pending outcomes of the "declarations review"

## **ACTIONS:**

- ATO to consider whether supplier/intermediary declaration element could remain optional for SBR2 TFND v5
- All focus group members to monitor progress of the "declarations review" before calling for a next meeting of the focus group to progress the extended goal of alignment of TFN declaration services.

## 1. Confirmation of purpose and intent of the group and goals of this meeting

*Participants acknowledged the traditional owners and custodians of country throughout Australia and their continuing connection to land, waters and community, and paid respect to them and their cultures, and elders past and present.*

New members of the focus group were noted and the goals of the group were confirmed:

1. **Immediate goal:** (This meeting)  
To identify irritants that can be addressed immediately for the data elements of the TFND and/or PAYEVNT web services  
Note (1) A document [TFNDEC vs PAYEVNT comparisons\(XLS\)](#), had been tabled 21 Nov 2018.
2. **Extended goal:** (future meetings)  
To document a recommendation to the STPTC on:
  - confirming the future need for a separate TFND rather than incorporating within PAYEVNT
  - the potential (of ATO and the software industry) to align the data collected in the TFNDEC form with the TFND and PAYEVNT services
  - impacts, risks, benefits of implementing changes and of not implementing changes

## 2. Changes proposed to SBR2 TFND v5 to resolve immediate irritants.

Ref: [STPTC 21 Nov 2018 TFNDEC vs PAYEVNT \(xlsx\)](#)

Ref: TFNDV5 to Payevnt (PDF) – Provided to participants ([and herein as Appendix below](#) )

- **ATO proposed changes to TFND v5 SBR2 to alleviate immediate irritants including:**

|         |                                       |  |
|---------|---------------------------------------|--|
| TFND6   | Supplier Name                         | set Min Occurs to 0 – element not present in PAYEVNT |
| TFND206 | Supplier Business Address Details:    | set Min Occurs to 0 – element not present in PAYEVNT |
| TFND64  | Supplier contact telephone area code: | remove element                                       |
| TFND8   | Supplier contact telephone number:    | update guidance to allow area code to be included    |
| TFND68  | Payer contact telephone area code:    | remove element                                       |
| TFND36  | Payer contact telephone number:       | update guidance to allow area code to be included    |
| TFND38  | Payee Tax File Number:                | allow dummy TFNs here to match PAYEVNTTEMP pattern   |
| TFND260 | Supplier Declaration:                 | set as mandatory if a supplier section is supplied.  |

**IMPORTANT:** the listed changes were discussion points and are indicative of proposed changes.

It should not be relied on as a specification. Specifications for TFND v5 will be released through the normal channels.

- ATO confirmed previous versions of TFND (e.g. in SBR1) would continue to be supported (until deprecated advice is provided at some future stage as normal).
- ATO encouraged DSPs to move from SBR1 versions to SBR2 versions
- Participants confirmed that:
  - Changes should not impact significantly on existing TFND submitters
  - Changes would alleviate irritants for PAYEVNT submitters seeking to implement TFND
- Participants raised concern over mandatory declarations for supplier/intermediary.  
**ACTION:** ATO to consider whether supplier/intermediary declaration element could remain optional for SBR2 TFND v5
- Focus group made recommendation as:
  - ATO to proceed with proposed changes to SBR2 TFND v5.
  - Publish information on intent via this focus group documentation channel.
  - Communicate changes to the software industry via normal channels and release notes.

## 3. NEXT STEPS - regarding the extended goal on alignment of TFN declaration services.

a) The focus group acknowledged it best to set this group “on hold” and wait until after the outcomes of the “declarations review” which was reported as underway.

**ACTION:** All focus group members to monitor progress of the “declarations review” before calling for a next meeting to progress the extended goal on alignment of TFN dec. services

b) DSPs noted that [Tax file number \(TFN\) declaration self-print specification](#) ver 1.1.2 still contains the Student Financial Supplement Scheme (SFSS) field.

POSTSCRIPT: 17/01/2019: The revised version (due for publishing soon) corrects this.

When published, DSPs will be notified through the normal communications channels.

## APPENDIX - Extract from document “TFNDV5\_to\_Payevnt.PDF” provided to participants.

**IMPORTANT:**

This document was used as a discussion paper and is indicative of proposed changes. It should not be relied on as a specification.

Specifications for TFND v5 will be released through the normal channels.

| Seq No | Parent | Alias   | Label  | Min Occ | Max O | PayEvent Alias | PayEvent Label                                | Min | Max | Comments   |
|--------|--------|---------|--|---------|-------|----------------|---|-----|-----|--|
| 1      | 0      |         | TFN Declaration                                | 0       | 0     |                |   |     |     |  |
| 2      | 1      | TFND200 | Supplier                                       | 0       | 1     | PAYEVNT81      | Intermediary                                  | 0   | 1   |  |
| 3      | 2      | TFND117 | Supplier ABN                                   | 0       | 1     | PAYEVNT64      | Intermediary ABN                              | 1   | 1   | no change  |
| 4      | 2      | TFND116 | Supplier Tax Agent Number                      | 0       | 1     | PAYEVNT65      | Registered Agent Number                       | 0   | 1   | no change  |
| 5      | 2      | TFND6   | Supplier name                                  | 1       | 1     | PAYEVNT68      | Intermediary Contact Name                     | 1   | 1   | no change  |
| 6      | 2      | TFND206 | Supplier Business Address Details              | 1       | 1     |                |   |     |     | set Min Occurs to 0 - element not present in PayEvent                |
| 7      | 6      | TFND10  | Supplier business address line 1               | 1       | 1     | n/a            | n/a   |     |     | no change (element not present in PayEvent)                          |
| 8      | 6      | TFND11  | Supplier business address line 2               | 0       | 1     | n/a            | n/a   |     |     | no change (element not present in PayEvent)                          |
| 9      | 6      | TFND12  | Supplier business address suburb, town or city | 1       | 1     | n/a            | n/a   |     |     | no change (element not present in PayEvent)                          |
| 10     | 6      | TFND14  | Supplier business address postcode             | 0       | 1     | n/a            | n/a   |     |     | no change (element not present in PayEvent)                          |
| 11     | 6      | TFND19  | Supplier business address state or territory   | 0       | 1     | n/a            | n/a   |     |     | no change (element not present in PayEvent)                          |
| 12     | 6      | TFND75  | Supplier business address country code         | 0       | 1     | n/a            | n/a   |     |     | no change (element not present in PayEvent)                          |
| 13     | 2      | TFND209 | Supplier Contact Details                       | 1       | 1     |                |   | 1   | 1   |  |
| 14     | 13     | TFND7   | Supplier contact name                          | 1       | 1     | PAYEVNT68      | Intermediary Contact Name                     | 1   | 1   | no change  |
| 15     | 13     | TFND64  | Supplier contact telephone area code           | 0       | 1     | n/a            | n/a   |     |     | Remove element   |
| 16     | 13     | TFND8   | Supplier contact telephone number              | 1       | 1     | PAYEVNT67      | Intermediary Business Hours Phone Number      |     |     | Update to guidance to allow area code to be included in this element |
| 17     | 13     | TFND22  | Supplier contact e-mail address                | 0       | 1     | PAYEVNT66      | Intermediary E-mail Address                   | 0   | 1   | no change  |
| 18     | 2      | TFND260 | Supplier Declaration                           | 0       | 1     | PAYEVNT83      | Intermediary Declaration                      | 1   | 1   |  |
| 19     | 18     | TFND130 | Supplier declaration accepted indicator        | 1       | 1     | PAYEVNT43      | Intermediary Declaration Acceptance Indicator | 1   | 1   | no change  |
| 20     | 18     | TFND131 | Supplier date of declaration signed            | 1       | 1     | PAYEVNT42      | Intermediary Declaration Date                 | 1   | 1   | no change  |
| 21     | 18     | TFND132 | Supplier signatory identifier text             | 1       | 1     | PAYEVNT41      | Intermediary Declarer Identifier              | 1   | 1   | no change  |
| 22     | 1      | TFND212 | Payer  | 1       | 1     |                |   | 1   | 1   |  |
| 23     | 22     | TFND118 | Payer Australian Business Number               | 0       | 1     | PAYEVNT2       | Payer Australian Business Number              | 0   | 1   | no change  |
| 24     | 22     | TFND261 | Payer Withholding Payer Number                 | 0       | 1     | PAYEVNT3       | Payer Withholding Payer Number                | 0   | 1   | no change  |
| 25     | 22     | TFND125 | Payer branch code                              | 0       | 1     | PAYEVNT4       | Payer Branch Code                             | 1   | 1   | no change  |
| 26     | 22     | TFND27  | Payer name                                     | 1       | 1     | PAYEVNT5       | Payer Organisation Name                       | 1   | 1   | no change  |
| 27     | 22     | TFND222 | Payer Business Address Details                 | 1       | 1     |                |   | 1   | 1   |  |
| 28     | 27     | TFND29  | Payer business address – line 1                | 1       | 1     | PAYEVNT8       | Payer Address Line 1                          | 1   | 1   | no change  |
| 29     | 27     | TFND30  | Payer business address - line 2                | 0       | 1     | PAYEVNT9       | Payer Address Line 2                          | 0   | 1   | no change  |
| 30     | 27     | TFND31  | Payer business address suburb, town or city    | 1       | 1     | PAYEVNT10      | Payer Suburb/Town                             | 1   | 1   | no change  |
| 31     | 27     | TFND33  | Payer business address postcode                | 0       | 1     | PAYEVNT12      | Payer Postcode                                | 0   | 1   | no change  |
| 32     | 27     | TFND32  | Payer business address state or territory      | 0       | 1     | PAYEVNT11      | Payer State/Territory                         | 0   | 1   | no change  |
| 33     | 27     | TFND79  | Payer business address country code            | 0       | 1     | PAYEVNT14      | Payer Country Code                            | 0   | 1   | no change  |
| 34     | 22     | TFND224 | Payer Contact Details                          | 1       | 1     |                |   |     |     |  |
| 35     | 34     | TFND35  | Payer contact name                             | 1       | 1     | PAYEVNT6       | Payer Contact Name                            | 0   | 1   | no change  |
| 36     | 34     | TFND68  | Payer contact telephone area code              | 0       | 1     | n/a            | na  |     |     | Remove element?  |
| 37     | 34     | TFND36  | Payer contact telephone number                 | 1       | 1     | PAYEVNT16      | Payer Business Hours Phone Number             | 1   | 1   | Update to guidance to allow area code to be included in this element |
| 38     | 34     | TFND126 | Payer contact e-mail address                   | 0       | 1     | PAYEVNT15      | Payer E-mail Address                          | 0   | 1   | no change  |

... [appendix continues](#) next page

APPENDIX (continued)- Extract from document “TFNDV5\_to\_Payevnt.PDF” provided to participants.

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Specifications for TFND v5 will be released through the normal channels.

| Seq No | Parent | Alias   | Label  | Min Occ | Max O | PayEvent Alias | PayEvent Label                              | Min | Max | Comments   |
|--------|--------|---------|--|---------|-------|----------------|---|-----|-----|--|
| 39     | 22     | TFND257 | Payer Declaration                              | 0       | 1     |                |   | 1   | 1   |  |
| 40     | 39     | TFND112 | Payer declaration accepted indicator           | 1       | 1     | PAYEVNT39      | Payer Declaration Acceptance Indicator      | 1   | 1   | no change  |
| 41     | 39     | TFND110 | Payer date of declaration signed               | 1       | 1     | PAYEVNT38      | Payer Declaration Date                      | 1   | 1   | no change  |
| 42     | 39     | TFND114 | Payer signatory identifier text                | 1       | 1     | PAYEVNT37      | Payer Declarer Identifier                   | 1   | 1   | no change  |
| 43     | 1      | TFND227 | Payee  | 1       | 1     |                |   |     |     |  |
| 44     | 43     | TFND230 | Payee Identifiers                              | 1       | 1     |                |   |     |     |  |
| 45     | 44     | TFND38  | Payee Tax File Number                          | 0       | 1     | PAYEVNTEMP13   | Payee TFN                                   | 0   | 1   | no change - should we allow dummy TFNs here to match PAYEVNTEMP pattern? |
|        |        | n/a     | n/a  |         |       | PAYEVNTEMP91   | Contractor ABN                              | 0   | 1   | not required for TFND  |
| 46     | 44     | TFND89  | TFN exemption code                             | 0       | 1     | n/a            | n/a   |     |     | element optional so does not need to be provided                         |
| 47     | 44     | TFND53  | Employment payroll identifier                  | 0       | 1     | PAYEVNTEMP11   | Payee Payroll ID                            |     |     | no change  |
| 48     | 43     | TFND236 | Payee Current Name                             | 1       | 1     |                |   |     |     |  |
| 49     | 48     | TFND39  | Payee surname                                  | 1       | 1     | PAYEVNTEMP15   | Payee Family Name                           |     |     | no change  |
| 50     | 48     | TFND40  | Payee first given name                         | 0       | 1     | PAYEVNTEMP16   | Payee First Name                            |     |     | no change  |
| 51     | 48     | TFND41  | Payee second given name                        | 0       | 1     | PAYEVNTEMP17   | Payee Other Name                            |     |     | no change  |
| 52     | 43     | TFND239 | Payee Previous Name                            | 0       | 1     |                |   |     |     |  |
| 53     | 52     | TFND42  | Payee previous surname                         | 1       | 1     | n/a            | n/a   |     |     | tuple optional so does not need to be provided                           |
| 54     | 43     | TFND270 | Payee e-mail address                           | 0       | 1     |                |   |     |     |  |
| 55     | 54     | TFND271 | Payee Primary e-mail address                   | 1       | 1     | PAYEVNTEMP94   | Payee E-mail Address                        |     |     | no change  |
| 56     | 43     | TFND242 | Payee Demographic Details                      | 0       | 1     |                |   |     |     |  |
| 57     | 56     | TFND119 | Payee day of birth                             | 0       | 1     | PAYEVNTEMP205  | Payee Day of Birth                          |     |     | no change  |
| 58     | 56     | TFND220 | Payee month of birth                           | 0       | 1     | PAYEVNTEMP203  | Payee Month of Birth                        |     |     | no change  |
| 59     | 56     | TFND221 | Payee year of birth                            | 0       | 1     | PAYEVNTEMP204  | Payee Year of Birth                         |     |     | no change  |
| 60     | 43     | TFND245 | Payee Residential Address Details              | 1       | 1     |                |   |     |     |  |
| 61     | 60     | TFND46  | Payee residential address - line 1             | 1       | 1     | PAYEVNTEMP21   | Payee Address Line 1                        |     |     | no change  |
| 62     | 60     | TFND47  | Payee residential address - line 2             | 0       | 1     | PAYEVNTEMP22   | Payee Address Line 2                        |     |     | no change  |
| 63     | 60     | TFND48  | Payee residential address suburb, town or city | 1       | 1     | PAYEVNTEMP23   | Payee Suburb/Town                           |     |     | no change  |
| 64     | 60     | TFND50  | Payee residential address postcode             | 0       | 1     | PAYEVNTEMP25   | Payee Postcode                              |     |     | no change  |
| 65     | 60     | TFND49  | Payee residential address state or territory   | 0       | 1     | PAYEVNTEMP24   | Payee State/Territory                       |     |     | no change  |
| 66     | 60     | TFND83  | Payee residential address country code         | 0       | 1     | PAYEVNTEMP27   | Payee Country Code                          |     |     | no change  |
| 67     | 43     | TFND248 | Employment Details                             | 1       | 1     |                |   |     |     |  |
| 68     | 67     | TFND54  | Payee terminated indicator                     | 0       | 1     | PAYEVNTEMP238  | Payee Terminated Indicator                  |     |     | no change  |
| 69     | 67     | TFND52  | Payee residency status                         | 1       | 1     | PAYEVNTEMP202  | Payee Residency Status                      |     |     | no change  |
| 70     | 67     | TFND55  | Basis of payment code                          | 1       | 1     | PAYEVNTEMP96   | Basis of Payment Code                       |     |     | no change  |
| 71     | 67     | TFND56  | Tax free threshold claimed                     | 1       | 1     | PAYEVNTEMP98   | Tax Free Threshold Claimed                  |     |     | no change  |
| 72     | 67     | TFND256 | Study and training loan repayment indicator    | 1       | 1     | PAYEVNTEMP241  | Study and Training Loan Repayment Indicator |     |     | no change  |
| 73     | 43     | TFND254 | Payee Declaration                              | 1       | 1     |                |   |     |     |  |
| 74     | 73     | TFND111 | Payee declaration accepted indicator           | 1       | 1     | PAYEVNTEMP129  | Payee Declaration Acceptance Indicator      |     |     | no change  |
| 75     | 73     | TFND62  | Payee date declaration signed                  | 0       | 1     | PAYEVNTEMP128  | Payee Date Declaration Signed               |     |     | no change  |