

# 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.

**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 (xls) 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.

**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.

## 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
- An 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.).

**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](mailto: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.