

## **SOME UPCOMING CHANGES FOR EMPLOYERS**

### **1. Superannuation Choice**

You'll have an extra step to take if you have new employees who start **from 1 November 2021** and they don't choose a super fund.

You may now need to request their 'stapled super fund' details from the ATO.

A stapled super fund is an existing super account of an employee that follows them as they change jobs.

This change aims to stop your new employees paying extra account fees for unintended super accounts set up when they start a new job.

#### **What you need to do from 1 November 2021 (ATO summary)**

##### **Step 1: Offer your eligible employees a choice of super fund**

You need to give your eligible new employees a Super standard choice form and pay their super into the account they tell you on the form. Most employees are eligible to choose what fund their super goes into.

There is no change to this step of your super obligations.

##### **Step 2: Request stapled super fund details**

If your employee doesn't choose a super fund, you may need to log into our Online services and go to 'Employee Super Accounts' to request their stapled super fund details. Your agent or other tax professional can do this for you.

We will provide your employee's stapled super fund details after we have confirmed that you are their employer.

If we provide a stapled super fund result for your employee, you must pay your employee's super using the stapled super fund details we provide you.

##### **Step 3: Pay super into a default fund**

You can pay into a default fund, or another fund that meets the choice of fund obligations if:

- your employee doesn't choose a super fund, and
- we have advised you that they don't have a stapled super fund.

## 2. Single Touch Payroll Phase 2

### What's changing?

The ATO is expanding STP to include additional information in your payroll reporting. Referred to as **Single Touch Payroll Phase 2**, this change comes into effect 1 January 2022. However, we recommend you ensure you have the information required well prior to this date for ease of transition. Some of the reporting which will be updated includes:

### Employment basis

Likely available options:

- Full time
- Part time
- Casual
- Labour hire
- Other (payroll information won't be reported to the ATO)

### Income type and Home country

Likely available options:

- Salary and wages (this is the most common income type which you might also know as 'Individual non-business income')
- Closely held payee
- Working holiday maker (you'll also need to choose the employee's Home country (Country code))
- Seasonal worker program
- Labour hire

### Updated ATO reporting categories

ATO reporting categories have been part of STP since the beginning. But the ATO has expanded the list of categories to better define the amounts paid to employees.

For example, the current ATO reporting category Gross payments is being split into more specific payment types, like overtime and bonuses.

Please see the next pages for the likely new reporting categories

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Wages and salary pay items	Deductions pay items	Superannuation pay items (no changes)
Not reportable	Not reportable	Not reportable
Gross payments	Deduction - union/professional assoc. fees	Superannuation guarantee
Exempt foreign income	Deduction - work place giving	Reportable employer super contributions
New		New
New		
New	New	
CDEP payments	ETP - tax withholding	
Allowance - cents per km		
Allowance - award transport payment		
Allowance - travel and accommodation		
Allowance - overtime meals		
Allowance - laundry		
New		
New		
Allowance - qualifications/certificates		
New		
Allowance - other		
Lump Sum A - termination		
Lump Sum A - redundancy		
Lump Sum B		
Lump Sum D		
Lump Sum E		

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Wages and salary pay items	Deductions pay items	Superannuation pay items (no changes)
<p>Lump Sum W <span>New</span></p> <p>ETP taxable component</p> <p>ETP tax free component</p> <p>Cash out of leave in service <span>New</span></p> <p>Unused leave on termination <span>New</span></p> <p>Paid parental leave <span>New</span></p> <p>Workers' compensation leave <span>New</span></p> <p>Ancillary and defence leave <span>New</span></p> <p>Other paid leave <span>New</span></p>		

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