

# PeopleSoft Country Extension for New Zealand



## PEOPLESOFT COUNTRY EXTENSION FOR NEW ZEALAND

### KEY FEATURES

- State-of-the-art, internet-based payroll solution
- Global architecture.
- Robust and intuitive actionable role-based analytics
- Seamless integration with PeopleSoft Time and Labor, Absence Management and Financials
- Configurable approval workflows with delegation capability
- Flexible and robust rules engine, flexible earnings and deductions
- Segmentation and Proration
- Retroactive Processing
- Statutory Requirements
- Mobile capabilities
- Simple and intuitive user interface

### KEY BENEFITS

- Multi-country and multi-currency payments
- Increased accuracy and timeliness
- Stronger financial controls
- Superior insight via embedded payroll analytics
- Integrated solution for all your payroll needs – end-to-end payroll processing
- Lower Total Cost of Ownership

Managing your workforce globally often requires region or country specific features and functions in Human Resources and Payroll. Oracle's PeopleSoft Enterprise Human Resources and Global Payroll applications help make this possible. Being compliant with HR regulations is essential. Making timely payments to your workforce while lowering your total cost of ownership is a business goal your organization can achieve.

With PeopleSoft Enterprise country extensions, you have complete control over all aspects of your local HR and payroll operations, including statutory payroll and reporting requirements. The foundation of Oracle's PeopleSoft Enterprise country extension products is Oracle's PeopleSoft Enterprise Human Resources application and Oracle's PeopleSoft Enterprise Global Payroll, a state-of-the-art, internet-based payroll solution that is built on a truly global architecture. The benefits of this architecture include streamlined application maintenance (because there is one core product and a single rules-based payroll engine) and easy deployment and management across borders (because the information is in one place).

## Country Extension Strategy

The Global Payroll core application provides the flexibility to create country extensions that are isolated from the core engine.

## Country Extension Content

Each country extension consists of statutory and customary rules, such as payroll and absence rules, including earnings, deductions, absence entitlements, and absence takes.

## Human Resources

In order to best support our customers, we often create country-specific features within our Human Resources product. These features work in collaboration with our Global Payroll and Global Payroll country extension products to form a cohesive and robust payroll solution that enables local compliance.

## Global Architecture

Global Payroll is a comprehensive, flexible payroll solution. You can run payroll in a central location for multiple countries using a single database. You can enter and access payroll and absence data from any location around the world. You can use Global Payroll for a single country, or have separate databases for some or all countries in a multinational environment.

Regardless of your implementation architecture, Global Payroll is a truly global product, not a multi-local product with a single code line for all countries.

## Rules-Based Product

Global Payroll is a rules-based product. All payroll processes, calculations, and results are determined by a set of rules that you can easily build. You can reuse the rules throughout the application to save time and space.

All rules are external to the delivered code line. The core engine contains no payroll rules, no preset sequence, and no tax algorithms. Instead, the rules are stored in the system, so no program modifications are required to tailor the solution to your requirements. You build a payroll solution unique to your needs by entering data into various online pages. In addition, Global Payroll provides sample rules that are meaningful and useful for customers seeking to utilize best practices for common payroll requirements when using Global Payroll Core for configuring their own country extensions.

User-defined elements are the base component of any rule. Because you can assemble elements in countless ways, Global Payroll is flexible enough to accommodate almost all payroll and absence rules. To define and execute payroll and absence calculations, you can use a flexible high-level language. There is no programming required. Payroll rule elements have attributes that you can use to calculate, accumulate, group, sequence, and aggregate pay items. Earnings and deductions, the heart of any payroll solution, are defined in PeopleSoft Enterprise Global Payroll as calculation rules.

We provide Global Payroll country extension products to alleviate the extensive development and maintenance time and expense that would be required to configure our core Global Payroll product for a specific country's payroll needs. This dramatically speeds implementation and still provides you with the ability to customize and configure your payroll application to meet your unique needs.

## Flexible Earnings and Deductions

Your organization's unique payroll management requirements demand the ability to configure a payroll solution without losing the benefits of a standard, supported package. Our Global Payroll country extension products provide a unique, data-driven approach that enables you to define and manage your diverse payroll requirements that reflect your business policies. Earnings and deductions are defined as calculation rules with flexibility for total control over both their content and processing.

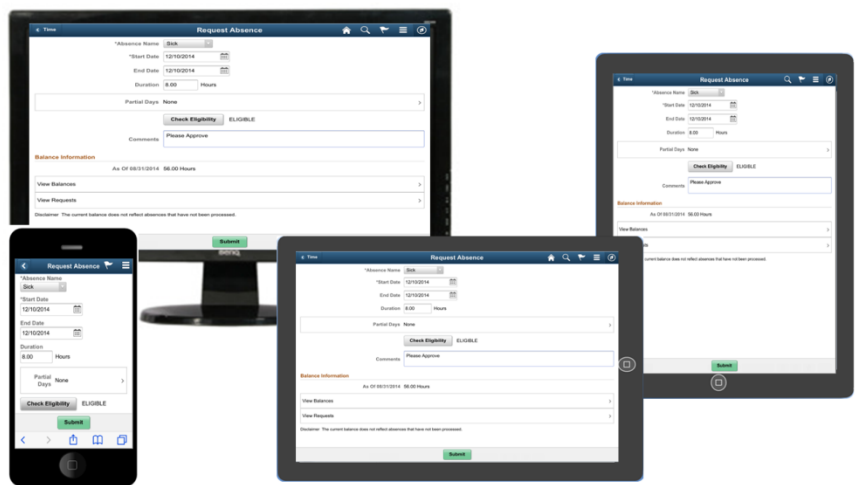
## Payroll Reports

Each Global Payroll country extension product provides a comprehensive set of standard reports. Oracle also offers a broad range of flexible reporting tools to create and customize your own reports.

## Self Service

Complement Global Payroll with PeopleSoft ePay. Employees can view their payslips online and can easily manage their net pay distribution to their own bank accounts.

PeopleSoft Absence Management provides the always-connected manager and employee an effective method for requesting Absence and staying on top of approval requests.



Simple, intuitive user experience on any device

## Other Global Payroll Features

Global Our core Global Payroll product also has the following features available to all country extensions.

- **Processing Calculations.** To accommodate all your payroll processing calculations, Global Payroll enables you to create customized, flexible formulas using mathematical and logical elements in a simple and intuitive interface.

You can define sophisticated rules and mathematical formulas simply by entering the appropriate attributes into online tables. Using a formula element gives further flexibility to define complex organizational needs.

- **Accumulators.** Global Payroll makes it easy to track accumulated amounts or balances over time.

- **Segmentation and Proration.** With Global Payroll, you can choose the events (such as leave of absence, transfer, salary change, or job change) that should trigger segmentation of pay components during a pay period.
- **On Demand Processing.** Global Payroll allows you to process a payment for any payee at any time using On Demand payment processing.
- **Retroactive Processing.** Global Payroll enables you to choose the events that trigger the flexible, user-defined retroactive process.
- **Absence Processing.** Global Payroll delivers a robust set of integrated absence management tools to give you complete control over absence management for your organization.
- **Payroll Processing Framework.** Global Payroll offers a flexible method for organizing your payroll elements into payroll runs.

You can define all elements of the payroll process, including pay groups, eligibility groups, and calendars, run types, pay periods, and process lists.

- **Calculation Monitoring.** The Global Payroll and Absence Monitor allows you to define your own alerts to monitor significant variations in Gross and Net payment calculations, as well as in Absences, and to compare with previous or against historical calculations.

The Monitor provides embedded analytics and ability to drill down to Departments and to the Employee's results to identify any issue in payroll or absence calculation.

- **Multilingual Functionality.** Global Payroll offers a robust set of Multilanguage features that enable you to work in your preferred language.
- **Multicurrency Functionality.** Global Payroll smoothly handles multiple currencies for even the most complex calculations.

You can state, calculate, and distribute an employee's pay in multiple currencies.

- **Complete, Integrated Solution.** Global Payroll integrates with other PeopleSoft Enterprise solutions such as Human Resources, Time and Labor, and Financials.
- **Data Archive/Purge Templates.** We deliver templates with documentation for archiving Global Payroll data, under specific conditions, to help you implement an archiving strategy to address the large amount of data that ERP applications create as well as to comply with regulatory requirements.
- **Move Data and Rules Quickly.** Use the Create Rule Package utility to package elements that you want to move between databases.

## Key Human Resources Features for New Zealand

Our Human Resources product has country-specific features to assist our New Zealand customers with their Human Resources and payroll-related needs.

The key Human Resources features for New Zealand include:

- Address Formats.
- Company Table enhancements.
- Casual Jobs.
- Disability Codes.
- ARCI Class Table.

**Class Units NZL**

Class Unit: 73210

Class Unit Details Find | View All First 1 of 1

Effective Date: 01/01/1980 Status: Active

\*Description: Bank Operations

Short Desc: Bank Ops

ERP Rate: 1.27

Use the Class Unit Table to create or modify classification units used to calculate ARCI premiums

## Key Payroll Features for New Zealand

We have developed pre-built rules, processes and application pages to meet the unique needs of our customers managing their New Zealand payrolls.

The key Global Payroll for New Zealand features include:

- Application pages specific to New Zealand that enable you to:
  - Link source banks to debit types for a particular organizational unit, for example a source bank (account) for salaries for a particular department.
 

The system requires additional bank, bank account, recipient, and payee data to process payments to banks and providers for New Zealand.
  - Record KiwiSaver details for your organization.
  - Assign your payslip templates to pay groups and identify pay run types that you can use for paying leave in advance.
  - Specify the calendar groups in which the system can advance leave pay.
  - Record Inland Revenue Department (IRD) details for your organization.

### Nature of Payment NZL

Nature of Payment:      AGRI

Find | View All | First | 1 of 1 | Last

\*Effective Date:      07/01/1998      Status:      Active      +      -

Description:      Agricultural Contract for Maintenance, Developmnt

Short Description:      Agricltre

Normal Tax Rate:      0.15

No Declaration Tax Rate:      0.30

Comments:      Agricultural contracts for maintenance, development, or other work on farming or agricultural land.

Use the Nature of Payment page to enter tax withholding rates for different job classifications performed by contractors

- Generic payslip template that you can modify to suit your payslip reporting requirements.

The design of the payslip feature enables you to create and control self-service and printed payslips so that they display the data that you want and in the format that you want.

You can override templates at lower levels, so you do not have to create multiple templates to cover every payslip scenario that you may have.

- Provided fully functional earnings used for common—or generic—business practices, the rules for which you can adapt as necessary.

These rules include:

- District and on call allowances complete with adjustments based on regular hourly rates, checks that maximum payment limits won't be exceeded, and checks on leave without pay absences in the period concerned.
- Meal, stress, and phone allowances. These include controls to ensure that allowances are paid in exactly the right pay period, for example the last of the weekly pay periods in a month.
- Loans or advances that the system can detect and automatically assign recovery deductions.
- Earnings that the system is to gross-up to ensure a specified net payment.
- A full set of earnings for ARCI-related payments.
- A full set of earnings for use with retro payments.

- Provided fully functional deductions used for common—or generic—business practices, the rules for which you can adapt as necessary.

These rules include:

- Membership fees and union dues where the system can adjust the deduction to be a percentage or a flat amount according to the rules.
  - Child support where the system applies a post-processing formula to protect minimum net pay.
  - Advance payback deductions generated by an Application Engine program that detects the payment of an advance. Formulas combine to adjust the deduction amount where necessary to ensure the amount repayable is not exceeded.
  - A loan repayment deduction that the system generates when it detects a termination and an outstanding loan balance.
  - Superannuation and National Provident Funds deductions for employees and employers and an ESCT (formerly known as SSCWT) deduction that demonstrates the grossed-up method for calculating the tax correctly.
- Delivered elements required to calculate a payee's tax correctly.

Banking process of Global Payroll brings together payroll data, pay entity source bank data, and payee or recipient bank data.

The Electronic Funds Transfer (EFT) file creation process extracts data compiled by the banking process according to the content you want in the EFT file that you are creating, merges it with data provided by the New Zealand country extension, and creates the file for transmission.

- General ledger interface (GLI) functionality builds on the standard GLI functionality delivered with Global Payroll with additional features that enable you to link journal types to GL groupings, calculate and report accrued salary at the percentage you specify, calculate and report leave liability, report leave liability and history, and remap your chartfields.

Predefined rules for processing absence payments, such as annual leave, sick leave, unpaid leave, special leave, long service leave, and ACC leave.

Rules are also delivered to calculate absence entitlements on termination, including rules for the payment of unused annual leave and the proration of pay for public holidays that occur within fourteen days after an employee is terminated.

- Predefined rules for processing KiwiSaver which is a voluntary, work-based savings initiative to help employees with their long-term saving for retirement.
- Ability to meet the New Zealand Inland Revenue Department's (IRD) requirement to produce the IR 345/6 Employer Deductions Remittance certificate twice a month and the IR 348 Employer Monthly Schedule (EMS).

**PRODUCT NAME**

PeopleSoft Country Extension for New Zealand

**RELATED PRODUCTS**

PeopleSoft Country Extension for New Zealand is a fully integrated solution that works seamlessly with other PeopleSoft products. For more information on related applications, refer to product datasheets on the following:

- PeopleSoft ePay
- PeopleSoft Human Resources
- PeopleSoft Compensation and Benefits
- PeopleSoft Time and Labor
- PeopleSoft Absence Management.





Visit [PeopleSoft Information Portal](#) for further updates and announcements on PeopleSoft products

- Set of reports to support your business requirements including invalid IRD numbers, net Payment, recipient (payments) file, payroll messages, payroll register, payslips, and leave liability and absence history.
- Support for manual and separate checks is provided by the off-cycle payment feature.
- Delivered rules for Holidays Act including annual leave absence entitlement and take incorporating both pro-rata and entitlement in days held in custom accumulators with a begin date equal to Hire Date or Rehire Date.
- Generation of PDF payslips that employees can view online using ePay.
- Predefined archive object and archive template to aid you in archiving your result data using the Data Archive Manager.

**CONTACT US**

For more information about PeopleSoft Country Extension for New Zealand, visit [oracle.com](#) or call +1.800.ORACLE1 to speak to an Oracle representative.

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**Hardware and Software, Engineered to Work Together**

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