

# PeopleSoft Country Extension for The United Kingdom



## PEOPLESOFT COUNTRY EXTENSION FOR THE UNITED KINGDOM

### 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 the United Kingdom

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

The key Human Resources features for the United Kingdom include:

- Functionality enabling you to administer National Vocational Qualifications for employees and non-employees.
- Functionality to record, monitor, inquire, and report on parental leave.

- You can define and track exceptions to the work-time limits set by the Working Time Directive for employees and non-employees.
- Companies can link the tax charge on company cars to the car's exhaust emissions, as specified in HMRC guidelines.
- The community background tracking and Northern Ireland report accommodates the requirements of the Fair Employment and Treatment (Northern Ireland) Order 1998.
- Company Car Allocation page meets P46 (Car) reporting requirements. The P46 (Car) report is available in Global Payroll for the UK.
- National Insurance prefixes can be recorded to support the HMRC requirement for statutory reports to only include valid values.

## Key Payroll Features for the United Kingdom

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

The key Global Payroll for the United Kingdom features include:

- Ability to record HMRC reference information for your pay entities, including the tax district details and PAYE reference number.
- Delivered rules for Tax Calculation (including Scottish variable Rate), NI, Statutory Absences Court Orders, and Net to Gross  
Delivered rules for calculation of Primary and Secondary Gross Up on NI and TAX
- Functionality to calculate director's National Insurance in line with HMRC specifications.
- Delivered Real Time Information reports: Full Payment Submission, Employer Payment Summary and Previous Year Update for submission to HMRC using EDI.
- RTI validation report logs missing information and provides error and warning messages. This allows the data to be corrected before the final RTI submission to HMRC.
- Reconciliation of RTI FPS and EPS output files as against the payroll results
- End of Year P60 report.
- Ability to generate e-P60 via employee self service
- Separate effective dates for Tax and National Insurance (NI) information to track changes easily.
- Functionality to calculate National Insurance for new employees who are paid later than the period in which they begin work.
- Ability to adjust the method of calculating tax and National Insurance for departing employees who require further payment after leaving employment.

- Capability to automatically apply year-end tax code adjustments.
- Automated processing of employees' tax code changes. Pay/Pension Numbers process is the first step in that process. Code Number Changes process loads employees' updated tax codes into your PeopleSoft database
- Provided sample template that you can use as a starting point for processing stakeholder's pensions.
- Auto Enrollment Pension functionality to assess, enroll, opt in & out employees to the pension scheme based on employees eligibility criteria, and make necessary deduction from payroll.
- The delivered payslip ensures compliance with all changes for statutory features.
- Ability to generate P46 (Car) reports to be submitted to HMRC.
- Calculations for Statutory Maternity Pay, Statutory Adoption Pay, and Shared Parental Leave according to the latest HMRC guidelines. This includes the ability to allow a number of 'Keeping in Touch' days without the loss of SMP.
- Delivered reports that can be run before and after payroll has been calculated to make data checking easier for payroll managers with checks including employees without statutory details entered, invalid NI category for employees who have reached retirement age and zero gross or net pay. Validation Exception (payroll) report is a general report that validates all employees. Validation Exception (starters and leavers) is a separate report for specific checks relating to starters and leavers.
- An option has been provided to select the Human Resources Job Data action/reason codes that should trigger a P45 (statement of earnings) and those that trigger starter processing. A Process Action and Reasons page specifies the action and reason codes for your organization.
- P45 Identification process identifies employees who are awaiting issue of a P45, based on your P45 action/reason selections. The parameters for this process are flexible, enabling you to process P45s for a pay entity, pay group, or calendar group within a selected date range. You can view the results of the identification process and make adjustments to the payee list before generating the P45s.
- Delivered Save as You Earn (SAYE) rules reducing the rules build process as part of implementation.
- Data extract tool streamlines the HMRC (P11D/P9 reports) process and enables you to extract data that is held in Human Resources and Global Payroll into various third-party P11D solutions.
- Predefined archive object and archive template to aid you in archiving your result data using the Data Archive Manager.
- Processing of National Insurance (NI) overrides ensures the NI accumulators are updated correctly.
- Court order entry and processing in payroll.

**PRODUCT NAME**

PeopleSoft Country Extension for The United Kingdom

**RELATED PRODUCTS**

PeopleSoft Country Extension for The United Kingdom 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

- Off-cycle processing makes it easier to create and process off-cycle requests.
- Ability to specify an offset that adjusts the retro trigger effective date in relation to the date of a field value change.
- Loans administration functionality provides sophisticated loan setup and enhanced processing features with flexible rules for the repayment of loans with an easy-to-use input page for payroll administrators and the information that they need to quickly answer employee queries on their loan repayments
- Flexibility to process payments other than net pay using the automated banking process. Deduction recipient functionality can be deployed to create BACS payments for the various deductions processed within payroll such as tax, NI, pensions, share schemes, and court orders. Depending on the deduction type, assign deduction recipients to deductions or at the payee level.

**CONTACT US**

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

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