

Release Notes

MicrOpay Version 9.3 SP2 /MicrOpay ESP Version 9.0

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Introduction

MicrOpay

The highlights of this release include:






- **Australian tax changes** for the [2024/2025 Financial Year](#) (see page 4).
- A new, integrated **user assistance option**, [the Access Digital Assistant](#) (see page 6).
- In [New/Edit Employees Maintenance](#) (see page 6):
 - A **brand new Onboarding feature** that streamlines the process of adding new employees to payroll.
 - A new **Employee Report**, that displays details of new employees added to payroll and employee changes.
- Two, new [IQ reports](#) (see page 12) to display, respectively, employee RFB values in a financial year or years and FEI reported through STP1 in a financial year.
- Fixes for issues that caused submitted STP Adjustments to [fail validation](#) (see page 5).

For more information about these and other release items, refer to [What's in this MicrOpay release?](#) (see page 3)

MicrOpay ESP

There are no functional or software changes for MicrOpay ESP in this release and, on this occasion, no MicrOpay ESP upgrade file to be installed. This means that after MicrOpay is upgraded, your MicrOpay and MicrOpay ESP software version numbers will be different.

Refer to [After you upgrade](#) (see page 15) to check the software and database version numbers for both products.

Key	
 ALL	The item applies to all country payroll databases.
 AU	The item applies to Australian payroll databases.
 NZ	The item applies to New Zealand payroll databases.
 OTH	The item applies to Other country payroll databases.
 STP 2	The item applies to a change for STP2. STP2 changes affect Australian payroll only.



For our Payroll Online customers

Please note that installation and upgrade of MicrOpay and MicrOpay ESP are managed as part of our service to you. You can disregard any comments or instructions that refer to downloading and installing software upgrades.



Before updating your MicrOpay software, both the **Payroll** and the **Common** database **must** be backed up. More information about database backup is available in the Knowledge Base article [Access MicrOpay: How do I Backup and Restore?](#)

What's in the MicrOpay 9.3 SP2 release?

	Australian Tax Changes 2024/2025
	Please note that the listed tax changes are installed on upgrade to MicrOpay 9.3 SP2 but do not take effect until Change Tax Year is run to roll the payroll database over into the 2024/2025 tax year.
	<p>2024 Rate and Threshold Changes</p> <p>This release contains the following changes for the Australian 2024/2025 financial year:</p> <p><i>In Payroll > Maintenance > Tax > Tax Scales</i></p> <p>MicrOpay tax scales are updated to reflect the tax cuts announced in 2024 Federal Budget, resulting in new thresholds and/or lower tax rates being applied to several tax brackets:</p> <ul style="list-style-type: none">▪ The <i>tax rate</i> applied to the <i>18 201 - 45 000</i> bracket <i>decreases</i> from <i>19%</i> to <i>16%</i>.▪ The <i>45 001 - 120 000</i> bracket was previously taxed at 32.5%. The bracket upper threshold <i>increases</i> to include earnings in the range <i>45 0001 - 135 000</i> and the <i>tax rate</i> is <i>decreases</i> from <i>32.5%</i> to <i>30%</i>.▪ The upper and lower thresholds of the <i>120 001 - 180 000</i> bracket <i>increase</i> to <i>135 001 - 190 000</i>. The <i>tax rate</i> is <i>unchanged</i> at <i>37%</i>.▪ The highest bracket is now applied to earnings <i>>190 000</i>. The tax rate is <i>unchanged</i> at <i>45%</i>. <p><i>Working Holiday Maker (WHM)</i></p> <ul style="list-style-type: none">▪ The <i>lowest WHM bracket</i> is <i>unchanged</i>, with WHMs earning up to \$45 000 being taxed at 15%. The <i>remaining brackets</i> for WHMs are <i>updated as per the changes listed above</i>. <p><i>STSL Scales updated</i></p> <ul style="list-style-type: none">▪ STSL Tax Scales 01 and 02 updated <p>Updated rates are applied to the Study and Training Support Loan (STSL) Tax Scales 01 (Tax-Free Threshold Claimed) and 02 (No Tax-Free Threshold Claimed).</p> <p><i>Medicare Scales updated</i></p> <ul style="list-style-type: none">▪ Medicare Scales 01 and 02 updated <p>Updated rates and thresholds are applied to the Medicare Scale 01 and 02.</p>

In Payroll > Maintenance > Tax > Tax Parameters

▪ **Component D ETP caps**

The **Initial Tax Free Value** increases from \$11 985 to **\$12 524**, and the **Annual Tax Free Value** increases from \$5994 to **\$6 264**.

The ETP **Lower Cap Amount** increases from \$235 000 to **\$245 000**.

In Payroll > Maintenance > General > General Parameters > SGL

▪ **SGL quarterly Contribution Cap**

The SGL quarterly **Contribution Cap** increases from \$62 270 to **\$65 070**.

▪ **Statutory Super Guarantee Percentage**

The **Statutory Super Guarantee** percentage increases from 11% to **11.5%**



The **Statutory Super Guarantee** field is used by the *SGL Percentage Change* feature to automatically create new, 11.5% employer contributions and link them to employees. *SGL Percentage Change* is available in the Change Tax Year window, in MicrOpay 9.3 SP2 databases. For more information, refer to the following item, *Other EOFY Changes*.

AU

Other EOFY Changes

SGL Percentage Change feature available in Change Tax Year window

On upgrade to MicrOpay version 9.3 SP2, the **SGL Percentage Change** feature is displayed in *Payroll > Transactions > End of Year > Change Tax Year* so it can be used to automate creation of new 11.5% SG employer super contributions and attach them to active employees.

Some points about **SGL Percentage Change**:

- To use the feature, you must upgrade to 9.3 SP2 before running **Change Tax Year**.
- You can **Change Tax Year** without using **SGL Percentage Change**.
- Untick the **Create** checkbox for each record in the SGL Percentage Change grid, before running **Change Tax Year**.
- If you don't use **SGL Percentage Change** when changing the tax year, you cannot use it later.
- Once MicrOpay is rolled over into the 2024/2025 financial year, **SGL Percentage Change** is hidden in the **Change Tax Year** window.
- New, 11.5% SG employer contributions must be manually created and attached to employees, before payroll processing commences in the new year.



For more information about using **SGL Percentage Change**, refer to our Knowledge Base article:

[Access MicrOpay: How do I update the Compulsory Employer Superannuation Contribution Percentage?](#)

STP
2

STP Reporting

The following issues that caused STP Adjustment to fail validation are addressed:

- **Can now submit STP Adjustments to zero previous year values**

This release corrects an issue that caused STP Adjustments, to zero out previous year values, to fail validation at the STP Reporting Gateway and display the status message:

Where an income stream collection is present the PAYGW Amount must be provided.

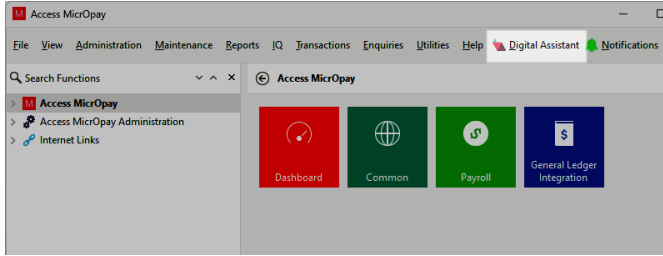
Previously, entering a nominal \$0.01 PAYGW amount enabled the Adjustment to pass validation, this is no longer required.



- **Financial Year for Lump Sum E restricted to previous 10 Years**

When adjusting Lump Sum E values, the selected Financial Year for the lump sum is now limited to the previous 10 years. Previously, submitting an Adjustment with a Lump Sum E Financial Year older than that caused the Adjustment to fail validation at the STP Reporting Gateway. See also the related Back Pay and Manual Calculation items in [Transactions and Processing](#) (see page 11).

ETP Taxable no longer excluded from parent header values for terminations processed using Manual Calculation

An issue that caused the taxable component of ETP to be excluded from STP event parent header values, if the termination was processed using a Manual Calculation, is corrected in this release.

	General
ALL	<p>Introducing the Digital Assistant, find instant answers to the most frequently asked questions</p> <p>After MicrOpay is upgraded to 9.3 SP2, you will see a new Digital Assistant option in the toolbar.</p>  <p>For more information about the Digital Assistant, refer to our Knowledge Base article Access MicrOpay: Digital Assistant.</p>

	Employee Maintenance (Including New/Edit Employees and New Employee Wizard)
	New Onboarding feature added!
AU	<p>Employee Onboarding feature added to the New Employee wizard</p> <p> We've partnered with Flare HR to provide a new, onboarding feature. Onboarding is available in Australian payroll databases as soon as you upgrade to MicrOpay 9.3 SP2 and is ready to use right away. There are no additional costs or licensing required to use Onboarding.</p> <p>Onboarding streamlines the process of adding new employees to payroll, by inviting them to provide their personal, contact, tax, bank and super information via a secure, online form. Because the new employee provides this information themselves, the result is:</p> <ul style="list-style-type: none"> • Reduced risk of incorrect data being recorded. • Far less manual data entry required to add the new employee to payroll. <p>Onboarding also assists you in meeting Fair Work obligations, by including the required employment information statements for the new employee to review and accept.</p> <p> Onboarding can only be used in Australian payroll databases, to onboard new employees who have a TFN. It cannot be used for new starters with an ABN, who are entering a voluntary agreement</p>

Onboarding is enabled for all MicrOpay customers, on upgrade to MicrOpay 9.3 SP2.

For more detailed information about Onboarding, refer to our Knowledge Base article, [Access MicrOpay: Employee Onboarding](#).

Some points about Onboarding:

- A new, **Onboarding** page is displayed after the Setup page in the New Employee Wizard. Complete this page then click **Invite Employee** to send an email invite to the new employee.

The screenshot shows the 'Add New Employee' wizard with the 'Employee Onboarding' step selected. The form includes fields for First Name, Surname, Personal Email, Mobile Number, Payroll Company (a dropdown menu), and Payroll Company Name. Below these are checkboxes for 'Fair Work Information Statement' (checked), 'Casual Employment Information Statement', and 'Fixed Term Contract Information Statement'. A blue 'Invite Employee' button is at the bottom. Navigation buttons '< Back', 'Next >', 'Save', and 'Cancel' are at the bottom right. A footer link says 'For more information, go to [MicrOpay Software](#)'.

Please note that the Onboarding page is hidden when **Contractor** with **Voluntary Agreement for PAYG Withholding** is selected in the Setup page.

- When clicking **Add** in **Payroll > Maintenance > Employees > Employees** to create a new employee record, the following message is displayed.

The screenshot shows a dialog box titled 'Employee Onboarding Invitation' with the question 'Use Onboarding to create your new employee?'. It contains instructions: 'Click "Onboarding" to invite the employee to provide their personal, bank, tax and superannuation details using a secure, online form. When they submit the completed form, their information immediately updates the onboarding record in MicrOpay.' and 'If you "Skip" Onboarding, you will need to manually enter the employee's personal, bank and superannuation details.' There are 'Onboarding' and 'Skip' buttons. The background shows a grid with columns for Code, First Name, Surname, Pbr, Pos, Final Time, Date Hired, and Ter.

This message gives you the option to either open the New Employee Wizard and use Onboarding instead or skip this option to add the new employee manually.

- The New/Edit Employees maintenance grid now includes an **Onboarding Status** column. As the Onboarding workflow progresses, this column is updated to display the latest status, e.g. *Invite Sent*, *In Progress*, *Completed*, *Invite Expired*, etc.

New/Edit Employees Maintenance

Close Add Edit Delete Save Grid

New/Edit Employees

Show Filters Filter: Payroll Company=< All >; Pay Frequency=< All > Select All Process Batch

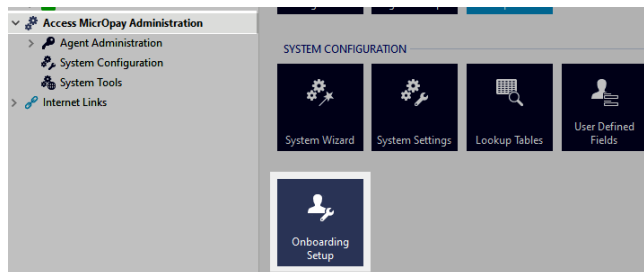
Employee Code	First Name	Surname	Payroll Company	Location	Pay Frequency	Source ID	Onboarding Status	Create Timestamp	Message	Process	Rejected	Valid	Reasons
New													
	Peta	Lind	MPAYPL			MicrOpay	Invite Cancelled	23/05/2024 10:2		<input type="checkbox"/>	No	No	5 ...
	Walter	Peng	MPAYPL			MicrOpay	Invite Expired	23/05/2024 2:02		<input type="checkbox"/>	No	No	6 ...
	Mike	Barton	MPAYHLD			MicrOpay	Invite Expired	23/05/2024 4:45		<input type="checkbox"/>	No	No	6 ...
	August	Jenson	MPAYPL			MicrOpay	Completed	28/05/2024 4:17		<input type="checkbox"/>	No	No	5 ...
	Lorena	Potter	MPAYRCT			MicrOpay	Completed	30/05/2024 9:13		<input type="checkbox"/>	No	No	6 ...
	Grant	McArdle	MPAYPL			MicrOpay	Completed	30/05/2024 4:15		<input type="checkbox"/>	No	No	6 ...
	Gareth	Browning	MPAYHLD			MicrOpay	Invite Sent	4/06/2024 3:13		<input type="checkbox"/>	No	No	6 ...
	Emma	Andrews	MPAYSALS			MicrOpay	Invite Sent	4/06/2024 3:15		<input type="checkbox"/>	No	No	6 ...

Employees: 8

Employee Report Close

Please note that **Onboarding Status** is only applicable to new employees. In the Edit section of the grid, the column always displays *Not Applicable*.

- When the new employee submits their completed form, the corresponding fields in the New Employee Wizard are immediately updated with the information they have provided. You can then review and, if required, edit this information before completing the rest of the wizard and adding the employee to payroll.
- A new, **Onboarding Setup** tile is added to *MicrOpay Administration > System Configuration*. Use this option to opt out of or back into Onboarding. If you opt out, Onboarding options are hidden.



- A new **Onboarding** tab is added to Payroll Company records (*Payroll > Maintenance > General > Payroll Companies*). Use this tab to customise certain information displayed in the email invite sent to the new employee.

Edit Payroll Company "MicrOpay Pty Ltd" (Payer)

Payroll Company Onboarding

Onboarding

Company Name MicrOpay Pty Ltd

Logo URL

Support Email

Support Phone Number

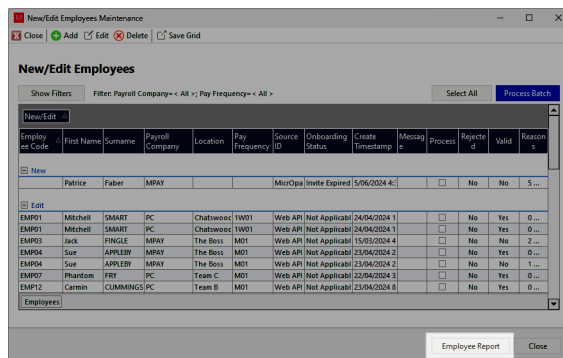
OK Cancel

New Employee Report

New Employee Report added to New/Edit Employees Maintenance

The Employee Report displays a snapshot of the employee fields that will be populated or updated when records in the New/Edit Employees Maintenance grid are processed. Produce the report before processing the grid as a record of:

- New employees, created using the New Employee Wizard, who will be added to payroll.
- Existing employees whose information will be updated by changes sent via the MicrOpay Web API.



Generate the report by clicking the **Employee Report** button at the bottom right of the New/Edit Employees Maintenance grid, then choose the output option, e.g. **Preview, Print**.

Currently, the report results will include details for all records in grid, in both the *New* and *Edit* sections.

For each employee, the report displays:

- The fields that will be either populated or changed when records are processed.
- The old field values, i.e. the current value before records are processed.
- The new field values, i.e. what the affected fields will be updated to.

We've made the following improvements to the New/Edit Employees Maintenance grid:

- **Multiple employee change records can now be selected and processed, along with new employee records**

The **Process** checkbox can now be ticked for multiple employee change records in the *Edit* section of the New/Edit Employees maintenance grid. Clicking **Process Batch** process all selected records, both new employees and employee changes.

Previously, ticking **Process** for an employee change cause a warning message to display, because each employee change record had to be processed individually.

Now, a warning message is only displayed if there is missing/invalid information that must be corrected before employee changes can be implemented.

- **Select All button now includes Edit Employee Records, also toggles to Unselect All**

Clicking the **Select All** button now also selects the **Process** checkbox for all Edit Employee records that are ready to be processed, as well as New Employees.

Select All is now also a toggle button. When clicked, it switches to **Unselect All**. Click to unselect all selected records and toggle the button back to **Select All**.

- **Employer contribution options now applied automatically when new employer contribution selected in Edit Employee Wizard**

When a new Employer Contribution is selected for an employee in the Edit Employee Wizard Superannuation page, the **Primary Contribution, Apply SGL, Apply Salary & Wages** and **Reportable Super (RESC)** options are now ticked or unticked automatically, based on the set up of the employer contribution record (*Payroll > Maintenance > Superannuation > Employer Contribution*).

- **Employee changes ignored in Implement HR Changes now ignored in Edit Employees maintenance**

When the **Ignore** checkbox is ticked for an employee change record in Implement HR Changes, the record will also be ignored, i.e. hidden, in the *Edit* section of the New/Edit Employees Maintenance grid. Unticking the **Ignore** checkbox in Implement HR Changes allows the record to be displayed in the New/Edit Employees Maintenance grid.

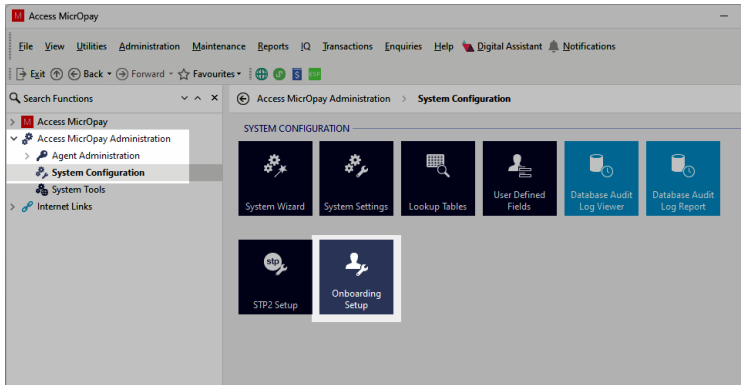
	Bank Maintenance
OTH	Bank File Layout
	<p>Bank File Layout for Other Country databases can be edited to support 11 character SWIFT Codes</p> <p>Bank File Layouts in Other Country databases can be edited to enable 11 character SWIFT codes, which have been entered in the Branch Name field of a bank record, to be output to the Credit_Branch_Name field of the bank file.</p> <p>For more information, refer to our Knowledge Base article, Access MicrOpay: Include a SWIFT Code in Bank Files.</p>

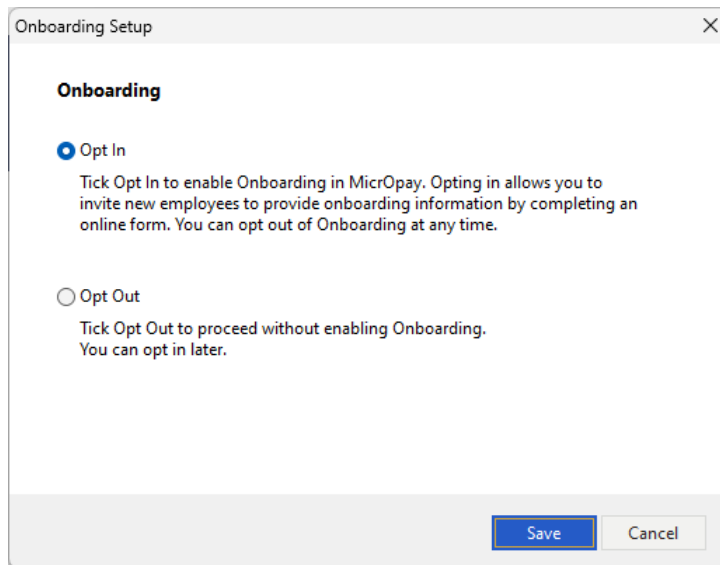
	Transactions and Processing
AU	Leave Processing
	<p>Change to behaviour of Preview, Process and Close buttons</p> <p>The behaviour of the Preview, Process and Close buttons has changed, to address an issue where the Process button could be clicked multiple times in succession, resulting in duplicate leave entries being processed.</p> <p>Now, the Process button is disabled after leave entries in the grid are processed and the colour of the Preview, Process and Close buttons change to give a clearer indication of their current state. Blue indicates that the button is ready to use, while grey indicates that the button either is not ready to be used or has already been used.</p>
	<p>Records no longer cleared from grid when Leave Process is cancelled</p> <p>An issue that could cause leave processing records to be incorrectly cleared from the grid is corrected in this release. This could occur when the following message was displayed, because one of the affected employees was locked by another MicrOpay agent, and No was selected to cancel the leave import process.</p> <div data-bbox="576 1740 1185 1964" data-label="Image"> </div> <p>Now, selecting No cancels the process, but does not clear the records from the grid.</p>

AU	Back Pay and Manual Calculation
	<p>Financial Year for Lump Sum E restricted to previous 10 Years</p> <p>When selecting the year for a lump sum E payment in either Back Pay or Manual Calculation, the Financial Year dropdown list will now display the previous 10 years only. This addresses an issue where Financial Years older than that were selected and caused the STP Pay Event to fail validation at the STP Reporting Gateway. See also the related STP Adjustment item in STP Reporting (see page 5).</p>

	<p>Reports (Including IQs)</p>
AU	<p>Two new IQ reports are added to the list of standard IQs:</p> <p>IQ-RFB displays all employees with Reportable Fringe Benefits (RFB) in financial year(s)</p> <p>Use <i>IQ-RFB - Display RFB for all financial years</i> to see all employees with RFB values entered for either a specific year or for all financial years. The report displays Taxable RFB, Exempt RFB and Exempt Foreign Income.</p> <p>To produce the report for a specific year, enter the year into the Value column. To report on all years, enter 0 as the Value.</p> <p>IQ-FEISTP1 displays foreign employment income values reported in STP1 reporting years</p> <p>Use <i>IQ-FEISTP1 - Display FEI for selected financial year</i> to see all employees with foreign employment income (FEI) in a financial year, reported through STP1. Please note that the report can only report on FEI reported through STP1 when the whole financial year was reported as STP1.</p>
AU	<p>Changes to IQB-EMP008 - Payroll Employee Tax Details report</p> <p>The <i>IQB-EMP008 - Payroll Employee Tax Details</i> report is updated with the following changes:</p> <ul style="list-style-type: none"> • When <i>IQB-EMP008</i> is run, the report results now include employees terminated from the start of the selected financial year. Previously the report included employees terminated from the start of the calendar year. • The report output now includes columns for <i>STP Income Type</i>, <i>STP Country</i>, <i>ATO Defined Special Category</i> and <i>Tax Treatment Code</i>.

	System, Database and Setup
ALL	Integrated Backup and Restore
	<p>Behaviour of Backup and Restore corrected when selecting backup files for deletion</p> <p>When MicrOpay is setup with multiple databases, and an agent clicks on a backup file to delete it from the Current Backups tab, the correct backup file will now be selected for deletion. Previously, a different file was being selected and displayed in the confirmation message and would be deleted if the agent clicked Yes to continue.</p>

AU	System Configuration
	<p>New Onboarding Setup tile</p> <p>A new tile, Onboarding Setup, is added in this release.</p>  <p>The screenshot shows the 'Access MicrOpay' application window with the 'System Configuration' section selected in the left-hand navigation pane. The main content area displays a grid of configuration tiles. The 'Onboarding Setup' tile is highlighted with a white border, indicating it is the focus of the update. Other visible tiles include System Wizard, System Settings, Lookup Tables, User Defined Fields, Database Audit Log Viewer, and Database Audit Log Report.</p> <p>Onboarding Setup is used to enable (Opt In) or disable (Opt Out) the new Onboarding feature. By default, Opt In is selected when MicrOpay is upgraded to 9.3 SP2.</p>



You can opt into or out of Onboarding at any time. If **Opt Out** is selected onboarding options are no longer displayed in:

- The New Employee Wizard.
- Payroll Company records.

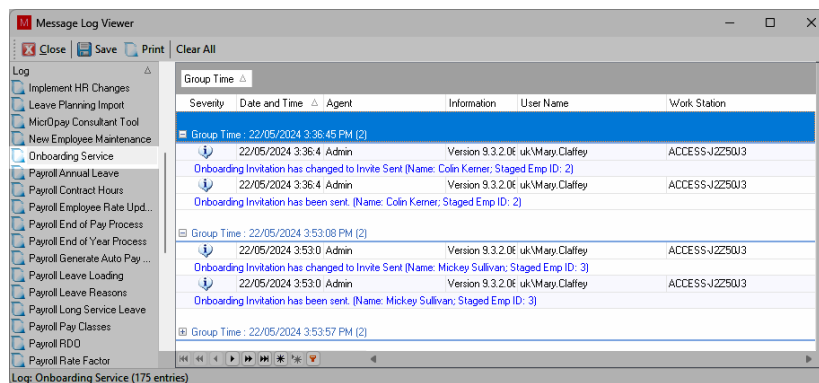
For more information about Onboarding, refer to the item in [Employee Maintenance](#) (see page 6).

System Tools

New Onboarding Service log added to Message Log Viewer

This Onboarding Service log records events related to:

- Enabling/Disabling of Onboarding
- Changes to a new employee's onboarding status, e.g. *Invite Sent*, *Invite Cancelled*, *Invite Reset*, etc.



After you upgrade

For our Payroll Online customers

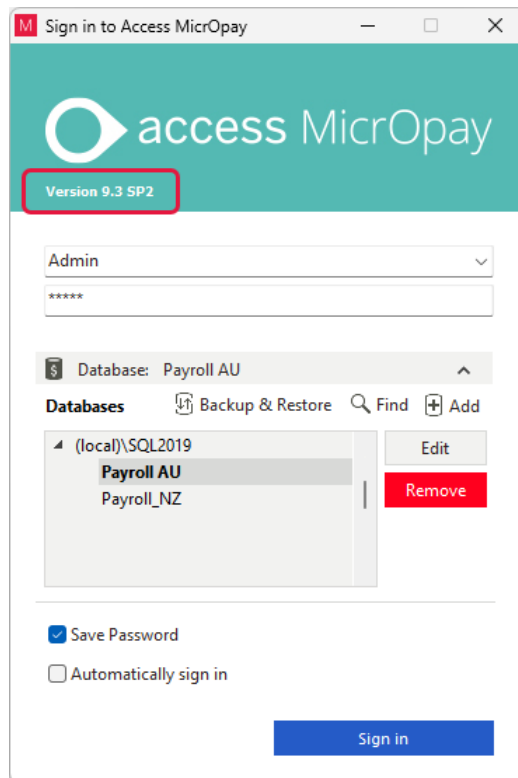
Please note that installation and upgrade of MicrOpay and MicrOpay ESP are managed as part of our service to you. You can disregard any comments or instructions that refer to downloading and installing software upgrades.

After the upgrade is installed, you should check that the correct software and database versions are displayed. If the latest version numbers are not displayed, MicrOpay may not have been successfully upgraded.

To check the version of MicrOpay

After the upgrade is installed the version number displayed should be **9.3 SP2**.

The version number is displayed on the MicrOpay login window.

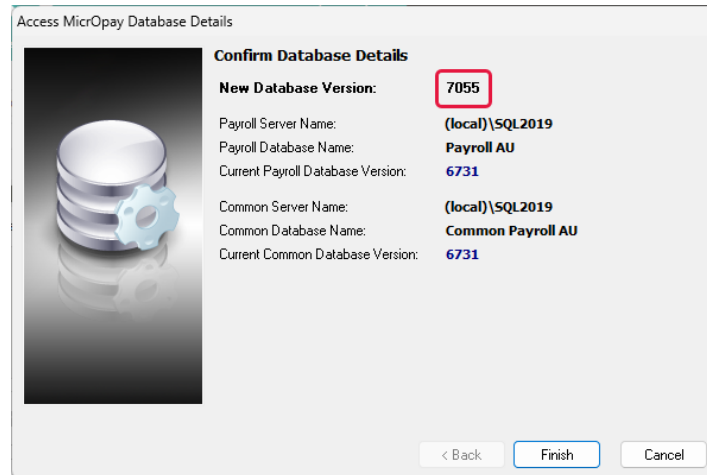


After you have signed in, you can check the version number by going to **Help > About**.

To check the MicrOpay database version

Your new database version number after the upgrade should be **7055**.

The first time you log in to MicrOpay after installing the upgrade, the payroll and common databases will be updated. You can check the new database version from the Confirm Database Details window.



Ensure you click **Finish** to proceed with the database update.

To check the MicrOpay ESP version

Please note that because there is no MicrOpay ESP upgrade for this release, your MicrOpay and MicrOpay ESP software versions will be different after MicrOpay is upgraded to 9.3 SP2.

Your MicrOpay ESP software version will not change. For example, if your MicrOpay ESP software version was **MicrOpay ESP 9.0 (SW6280)** before MicrOpay was upgraded, it will be the same afterwards.

The database version number refers to the payroll database version, so will be updated to **DB7055**.

