



Person payroll validation checks on Pay Freq/Method & Tax Method

(2.16.4+)

New candidates without Tax Method, Payment Method or Pay Frequency will default to PAYE/BACS and Weekly on completion of their first timesheet.

Applicant

Payroll No.

Pay Method

Tax Method

Pay Freq.

Date of Birth

NI Number

Once a candidate has been issued with a payroll number validation checks will be carried out on the Person record to ensure that they have these fields completed and the Person record cannot be saved without these fields completed.

Error

Tax Method not Entered, required when Payroll Number exists

OK

Holiday Pay P45/Leave Composite Co Template Maintenance

Payroll Number 010101

Start Date

Bank Details

Email Payslips ☐

Pay Method

Text Payment Advice ☐

Pay Frequency

Tax Method

HMRC Engagement Detail

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