Understanding IQX Timesheet Validation

IQX will apply a number of validation checks before a timesheet can be completed.

Some of these are scripted (in the Timesheet Pre-Validation and the Temp Timesheet Complete functions). These will vary from installation to installation and can be inspected in **Maintenance → Database Functions**

Other checks will depend on the setting of Payroll in **Maintenance → Temp Setup → Miscellaneous Settings**. These are shown in the table below:

Check	Payroll Setting					
	None	**Other**	**Safe Outsourcing**	**TempAid**	**Sage**	**Cash Friday**
Client Account Code exists	√	√	√	√	√	√
Candidate Payroll Number exists	√	√	√	√	√	√
Candidate Payroll Company set	√	√	√	√	√	√
Vacancy Their Ref set (if reguired by *Their Ref ALWAYS required on Timesheets* setting in General Settings - Temps)	√	√	√	√	√	√
P45 not requested (if set in Temps Setup - Miscellaneous Settings - P45 Behaviour)	√	√	√	√	√	√
Candidate Date of Birth		√	√	√	√	√
Candidate Gender		√	√	√	√	√
If candidate payment method PAYE, then NI Number		√	√	√	√	√
If candidate tax method Ltd Co then Company Name, Company Reg number, VAT status (and if VAT Registered then the VAT Number)		√	√	√	√	√
If candidate Payment Method BACS then bank details		√	√	√	√	√
Candidate Address Line 1 & Postcode		√	√	√	√	√
Candidate Forenames and Surname		√	√	√	√	√
If internal timesheet, that an internal client account has been specified			√			√
Client Days Credit in range 1-30			√			√
Client Acounts & Timesheet Contacts specified			√			√
Candidate pay method & frequency and tax method set, unless placed through as secondary agency			√			√
If candidate bank account is with a Building Society, that the Building Society Roll Number has been specified			√			√

2.16.4+ Person Payroll Validation

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