



Release Notes

Powerpay

Release 6.30

December 11, 2025

Publication Record

Software Version	Publication Date	Description
6.30	12/11/2025	Original publication date

These Release Notes describe the enhancements and fixed defects that have been incorporated into the latest release of Powerpay.

The document is organized in chapters in the following sections if they apply:

- New Functionality section, which describes the features and functions that were added.
- Enhancements, which describes the enhanced features.

For questions, please contact your Powerpay representative.

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Summary

Welcome to the 6.30 release of Powerpay.

The following features and functionality are now available:

Powerpay:

- **Payroll Preview Dashboard** – Provides payroll administrators with at-a-glance insights into payroll variances before submission. This feature will roll out automatically to customers in phases commencing December 11, 2025.
- **Statutory Holiday Assist** – Calculates statutory holiday pay for eligible employees based on applicable hours/earnings entered in Daily Hours. This release includes support for Alberta, British Columbia, and Quebec with other jurisdictions to follow.

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New Functionality in Powerpay

Payroll Preview Dashboard

The Payroll Preview Dashboard provides payroll administrators with at-a-glance insights into payroll variances before submission. It enables payroll administrators to quickly identify and resolve discrepancies prior to payroll finalization, improving accuracy and efficiency.

Benefits:

- **Immediate visibility** into pay period changes without manual comparisons.
- **Faster detection and resolution** of payroll issues before finalization.
- **Improved confidence** in payroll accuracy and audit readiness.

Payroll Preview Dashboard

- Displays high level variance trends for Earnings, Deductions, and Taxes across regular pay periods.
- Highlights key percentage changes for quick review.
- Does not display variances when any of the following are true:
 - Current pay period is non-regular (i.e. Extra run, ROE run or Y-run)
 - Prior pay period is not processed.
 - There is no prior regular run for comparison.
- Uses color coding to highlight the significance of variances:
 - Green (0% to $\pm 2\%$) – Normal fluctuation – no action required
 - Yellow ($\pm 2.01\%$ to $\pm 5\%$) – Mild variance – review if inconsistent or unexpected
 - Red (Greater than $\pm 5\%$) - Significant change - investigate immediately



Employee Variances Table

- Displays employees whose variances fall above or below the threshold after comparing the current regular run to the previous regular run.
- Color coding highlights the significance of a variance.
 - Green (0% to $\pm 5\%$) - Normal fluctuation
 - Red (Greater than $\pm 5\%$) - Significant change - investigate immediately
- Shows key employee details such as status, type, net pay, earnings, deductions, and hours.
- Sortable for easy review.

Employee	Employee status	Type	Net pay	Earnings	Deductions	Hours
Pam Tony 7	ACTIVE	SALARIED	30,043.62 -8,040.33	40,453.13 -7,110.71	10,409.51 -3,070.38	245.00 -214.99
Roop Tony 10	ACTIVE	SALARIED	1,937.39 +1,937.39	2,500.00 +2,500.00	562.61 +562.61	0.00
Ukaart Tony 13	ACTIVE	SALARIED	27,662.82 -1,900.77	40,509.26 -1,588.87	12,846.44 +311.90	319.00 -142.00
Kam Tony 3	ACTIVE	HOURLY	27,462.97 +1,408.95	36,301.50 +127.71	8,838.53 -1,281.24	500.00 -13.34

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Earnings Variances Table

- Displays earnings code-level differences for each pay period.
- Identifies outliers and helps confirm accuracy prior to payroll submission.
- Color coding highlights the significance of a variance.
 - Green (0% to $\pm 5\%$) - Normal fluctuation
 - Red (Greater than $\pm 5\%$) - Significant change - investigate immediately
- Sortable for targeted review.

Name	Employees	Amount	Hours	Last employees	Last amount	Last hours
DT DT	2	5,087.50 +100.00	93.00 +2.00	2	4,987.50	91.00
RT REGULAR	1	2,450.00 +50.00	98.00 +2.00	1	2,400.00	96.00
OT OT	2	4,996.88 +37.50	122.00 +1.00	2	4,959.38	121.00
VE VAC.PAY	1	0.00 +23.00	0.00	1	-23.00	0.00

Generate Preview Dashboard

Note: This feature will be rolled out automatically to customers in phases. When deployed, the **Payroll Preview Dashboard** menu selection replaces the **Payroll Preview** menu selection in Powerpay.

1. Go to the **Payroll Preview Dashboard** page. (Process > Payroll Preview Dashboard).
Powerpay runs the payroll preview automatically the first time you open the page.

Generating your payroll preview...

0%

- Step 1 of 3 - Currently being processed.
- Step 2 of 3 - Currently being processed.
- Step 3 of 3 - Currently being processed.
- Your payroll variances are currently being processed.

2. Review your results and adjust, where necessary.
3. Click **Refresh** if changes were made to your payroll since you last viewed this page.

The last updated date and time displays on the page.

Note: If you log out and log back in, the previous dashboard results continue

to display until you click **Refresh**.

Note:

- Manuals, reversals and second payments on regular runs are included in the variance calculations.
- The Payroll Preview Dashboard calculates variances from the current regular run to the previous regular run only. Extra Runs are not considered.

New Enhancements in Powerpay

Statutory Holiday Assist

The **Statutory Holiday Assist** feature automates the calculation of statutory holiday pay for employees who do not work on the holiday.

It is available for **Ontario, Alberta, British Columbia, and Quebec** employers using **Powerpay People with Daily Hours enabled**. Additional jurisdictions will be supported in future releases.

When Statutory Holiday Assist is enabled, the Calendar tab (People > Calendar) displays and the statutory holidays available to your province display in the applicable month.

Note: Powerpay does not automatically check for eligibility such as length of employment, if the employee worked their scheduled shift before or after the holiday, or if the holiday is a regular working day.

Note: Powerpay does not support custom holidays with the Statutory Assist feature. For example, optional holidays that are not required by legislation.

Note: This feature is available for hourly employees only.

When enabled, the Statutory Holidays section displays on the **Time Review** page (Payroll > Regular Payment > Time Review) and includes:

- Notifications of statutory holidays in the pay period
- The calculation status: **Calculation Required** or **Calculation Done**

If there are no statutory holidays in the pay period, the following message displays:

No statutory holidays in this pay period.

If Daily Hours is enabled for your payroll but Statutory Holiday Assist is not, the following message displays:

Statutory Holiday calculations for British Columbia, Ontario, Quebec, and Alberta are now available. For more information see Powerpay Online Help.

Prerequisites

- Powerpay People UX (user experience) is enabled. Contact your Customer Support Team for access.
- Daily Hours is enabled. Contact your Customer Support Team to set up this feature. Service fees apply.

- Statutory holiday pay codes are set up. Service fees apply.
- The earning codes to include in the calculation for Statutory Holiday Assist are configured for your payroll. Review your provincial labour standards website to confirm your requirements. Email your Customer Support Team with the earning codes to be included.
- To calculate statutory holiday pay correctly, Powerpay requires the provincially mandated number of **daily hours** or **daily earnings** from one or more of the following pages:
 - Daily Hours Timesheet
 - Regular Timesheet
 - Manual page
 - Reversal page
 - Second Payment
 - Time Review page.

Note: Due to the requirement for dated data, there may be a delay between when Daily Hours is first enabled for your payroll and when Statutory Holiday Assist can perform accurate calculations. If fewer than mandated number of dated data exists, the calculated statutory holiday pay may not be accurate. Possible reasons are:

- Daily Hours was recently enabled and insufficient dated data is available.
- Employee hours or earnings were not entered by date.
- A new employee does not have a full lookback history.

Jurisdiction specific statutory holiday pay calculation

When Powerpay detects a statutory holiday in the current pay period for supported provinces, it looks back to determine if there are sufficient historical hours and earnings available to calculate the statutory holiday pay. If historical data exists, Powerpay uses the designated earning codes to include in the calculation as 'regular wages'.

Alberta

Powerpay supports two look back options for Alberta to calculate the average regular wages earned divided by the number of days worked.

- Four weeks immediately before the holiday.
- Four weeks ending on the last pay period before the holiday.

British Columbia

Powerpay calculates statutory holiday pay by averaging regular wages earned by the number of days worked in the previous 30 calendar days.

Ontario

Powerpay requires four work weeks of dated hours or earnings to calculate 1/20 of regular wages earned.

Quebec

Powerpay supports two calculation methods for Quebec.

- Non-commissioned employees: The calculation is 1/20th of the regular wages earned during the last 4 complete work weeks.
- Commissioned employees: The calculation is 1/60th of the wages earned during the last 12 complete work weeks.

Calculate statutory holiday pay

1. Go to the **Time Review** page (Payroll > Regular Payment > Time Review). The Statutory Holidays section reveals the number of jurisdictions configured for calculations.
2. In the Statutory Holidays section, click **Select Eligible Employees**.
3. In the **Filter employees by province** field, select the province for the calculation.
4. Select the employees to be included in the calculation for the current statutory holiday.
Note: Powerpay does not automatically check for eligibility such as length of employment, if the employee worked their scheduled shift before or after the holiday, or if the holiday is a regular working day.
5. Click **Calculate**.
Powerpay inserts and saves the value into the **Time Review page** (Payroll > Regular Payment > Time Review), next to the statutory holiday date, once the value is calculated.
6. Repeat steps 3-5 for each province.
7. Review the values calculated.

Note: The payroll administrator can modify the value if required.

Statutory Holiday reminder on the Rapid Entry page

The **Rapid Entry** page (Payroll > Regular Payment > Rapid Entry) displays a reminder when a statutory holiday occurs in the pay period and your province is a supported jurisdiction for Statutory Holiday Assist calculations.

*A statutory holiday occurs in the pay period. Please navigate to the **Time review Page** to calculate the statutory holiday pay for eligible hourly employees.*

Clicking **Time Review page** in the message takes you directly to the **Time Review** page (Payroll > Regular Payment > Time Review).

Note: This reminder only applies for Ontario, Alberta, British Columbia and Quebec, the currently supported jurisdictions. Other jurisdictions will follow in future releases.

New Enhancements in Self Service

Daily Hours

Manager comments for hours worked

To improve communication between employees and managers and streamline the timesheet approval process, managers can respond to employee timesheet comments.

Managers can add, edit, and delete manager comments on individual time entries.

Manager comments are read-only to employees and Payroll Administrators.

Employees can view manager comments if **Show on Employee view** is selected.

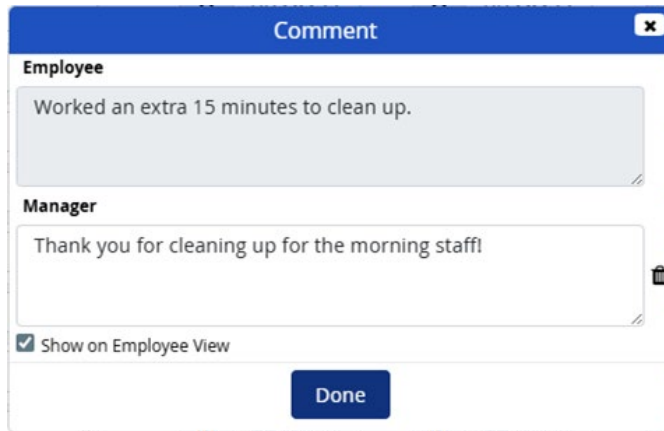
When both employee and manager comments are present on an entry, each comment is clearly labeled and displayed separately.

Add manager comments

1. Go to the **My Team's Timesheets** page (Time > My Team's Timesheets) or click the **Timesheet** icon on the homepage.
2. Select the appropriate date range.
3. Locate the daily hours entry to add a comment.
Note: The icon displays filled when a time entry includes a comment.
4. Click the Comment icon.
5. Enter your comments.

Important: Use for time-entry clarifications (e.g., shift swaps, missed entries). Do not include medical, disciplinary or personally identifiable information (PII) with your remarks.

6. (optional) Select the **Show on Employee view** checkbox to allow the employee to view the manager's comment for the applicable time entry.



Comment

Employee


Worked an extra 15 minutes to clean up.

Manager

Thank you for cleaning up for the morning staff!

Show on Employee View

Done

7. Click **Done**.
8. (optional) Click the trash can icon  to delete the comment.
9. Click **Save** to save your comment.
Tip: When you hover over the comment icon, it identifies where there is an employee comment, a manager comment or both an employee and manager comment.