

CERIDIAN

Release Notes

Powerpay Release 6.6

November 4, 2020

Publication Record

Software Version	Publication Date	Description
6.6	11/4/2020	Original publication date

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Overview

These release notes describe the new functionality, pages, enhancements, and defect fixes incorporated into the latest release of Powerpay.

This document is for Powerpay version 6.6.

For questions, please contact your Ceridian representative.

Summary

Welcome to the 6.6 release of Powerpay. The key enhancements delivered in this Powerpay release are:

- **COVID Wage Subsidy Report** – displays the details on the selections and amounts that were entered each Pay Period on the COVID Wage Subsidy page, eliminating the need to review the Audit for each pay period.
- **COVID – T4 Other Information Codes** – use to replace the amounts in the COVID wage boxes (boxes 57-60) on an employee's tax form.

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New Functionality

COVID Wage Subsidy Report

436864, 471876

The new COVID Wage Subsidy Report (**Reports > COVID Wage Subsidy Report**) displays the details on the selections and amounts that were entered each Pay Period on the COVID Wage Subsidy page, eliminating the need to review the Audit for each pay period.

COVID Wage Subsidy Report

INFORMATION

This report provides details for changes made on the COVID Wage Subsidy page.
No changes were made for the fields that are blank.

Payperiod Number	Ending Date	Business Number	Subsidy claimed	Defer MB EHT	Defer NS WCB	Defer ON EHT
6-Regular	Mar-31-2020	134655737RP0001	\$51046.22			
		134655737RP0002	\$748861.16			
		134655737RP0003	\$14982.04			
8-Extra	Apr-30-2020	134655737RP0001	\$22016.96	Yes	Yes	Yes
		134655737RP0002	\$5777.81			
		134655737RP0003	\$762.30			
9-Regular	May-15-2020	134655737RP0001	\$10000.00		Yes	Yes
		134655737RP0003	\$500.00			
10-Regular	May-31-2020	134655737RP0003	\$55.47			Yes
10-Extra	May-31-2020	134655737RP0003	\$5337.30			
11-Regular	Jun-15-2020	134655737RP0001	\$42355.74		Yes	
12-Extra	Jun-30-2020	134655737RP0002	\$13338.52	Yes		
		134655737RP0003	\$5590.04			
14-Regular	Jul-31-2020			Yes	Yes	Yes
15-Regular	Aug-15-2020	134655737RP0001	\$34409.95			
		134655737RP0002	\$5670.85			
		134655737RP0003	\$899.45			

PDF Spreadsheet

The report displays the following information when values were entered or selected on the COVID Wage Subsidy page:

- **Pay Period Number** – the pay period number and run type
- **Ending Date** – the end date for the pay period
- **Business Number** – displays when a ‘Reduce Remittance By’ amount was entered on the COVID Wage Subsidy page for the pay period. If a ‘Reduce Remittance By’ amount was entered for multiple business numbers in the same pay period, each business number displays in the report.
- **Subsidy Claimed** – the amount entered in the a ‘Reduce Remittance By’ amount on the COVID Wage Subsidy page for the business number and pay period.
- **Defer MB EHT** – displays ‘Yes’ if the defer Manitoba Health & Education Levy checkbox was selected for the pay period.
- **Defer NS WCB** - displays ‘Yes’ if the defer Nova Scotia WCB checkbox was selected for the pay period.
- **Defer ON EHT** - displays ‘Yes’ if the defer Ontario Employer Health Tax checkbox was selected for the pay period.

The report can be viewed and saved in PDF and Spreadsheet format.

COVID - T4 Other Information Codes

460045, 464188, 465666, 474413, 474433

Regular and Extra Runs in 2020

Use the new COVID – T4 Other Information Codes page (**Payroll > Adjustments> COVID - T4 Other Information Codes**) to replace the amounts in the COVID wage boxes (boxes 57-60) on an employee’s tax form on a Regular or Extra run in 2020.

Note: The employer is solely responsible for the accuracy of the amounts reported.

COVID - T4 Other Information Codes Reversal Accumulators Manual YTD Adjustments

Payroll > Adjustments > COVID - T4 Other Information Codes

Adjustments - COVID - T4 Other Information Codes

INFORMATION

Initial totals have been provided on the Preliminary Year End Balancing Reports based on amounts paid to the employee between the dates below. (Reports -> Payroll Reports -> Preliminary Year End Balancing Reports)

Entering an amount **REPLACES** any previous amount.

Entering an amount of zero will exclude the corresponding Code from the Tax Form.

The employer is solely responsible for the accuracy of the amounts reported.

COVID - T4 Other Information

CRA T4 Code	Description	Amount
57	Employment income paid - March 15, 2020 to May 9, 2020	\$ <input type="text"/>
58	Employment income paid - May 10, 2020 to July 4, 2020	\$ <input type="text"/>
59	Employment income paid - July 5, 2020 to August 29, 2020	\$ <input type="text"/>
60	Employment income paid - August 30, 2020 to September 26, 2020	\$ <input type="text"/>

Save

The 2020 T4 form includes four new Other Information Codes (57 to 60) that report subtotals of employment income (Box 14 or Code 71) paid to individuals during the following four periods:

- Code 57: Employment income paid – March 15, 2020 to May 9, 2020
- Code 58: Employment income paid – May 10, 2020 to July 4, 2020
- Code 59: Employment income paid – July 5, 2020 to August 29, 2020
- Code 60: Employment income paid – August 30, 2020 to September 26, 2020

The totals are available on your Preliminary Year End Balancing Reports (**Reports > Payroll Reports > Preliminary Year End Balancing Reports**) and the Year-End Reports page (**Reports > Year-End Reports**).

If the total on the Year-End report is incorrect:

1. Go to the COVID – T4 Other Information Codes page (**Payroll > Adjustments> COVID - T4 Other Information Codes**).
2. Select the employee whose amount needs to be corrected.
3. Enter the correct amount in the COVID Wage boxes.

Note:

- Entering an amount **replaces** any previous amount.

- Enter a zero to exclude the code from the employee's tax form.
- Clear a field to revert to the amount on the balancing report.

4. Click **Save**.

Any amounts entered are not processed until the last run of the year.

If an amount is entered and processed for an employee on a Regular or Extra run, the field displays the previously entered/processed amount. If no new amount is entered and processed, the previous amount remains on the tax forms.

Year-End Run

Use the T4 Other Information Codes page (**Payroll > T4 Other Information Codes**) to replace the amounts in the COVID wage boxes (boxes 57-60) on an employee's tax form on a Year-End run.

Note: The employer is solely responsible for the accuracy of the amounts reported.

Payroll > T4 Other Information Codes

2020 Year-End Adjustments - T4 Other Information Codes Expand All / Collapse All

COVID - T4 Other Information

Totals have been provided on the Year-End Reports. (Reports -> Year-End Reports)
 Entering an amount **REPLACES** any previous amount.
 Entering an amount of zero will exclude the corresponding Code from the Tax Form.
 The employer is solely responsible for the accuracy of the amounts entered.

CRA T4 Code	Description	Amount
57	Employment income paid - March 15, 2020 to May 9, 2020	\$ <input type="text"/>
58	Employment income paid - May 10, 2020 to July 4, 2020	\$ <input type="text"/>
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The totals are available on your Preliminary Year End Balancing Reports (**Reports > Payroll Reports > Preliminary Year End Balancing Reports**) and the Year-End Reports page (**Reports > Year-End Reports**).

If the total on the Year-End report is incorrect:

1. Go to the T4 Other Information Codes page (**Payroll > T4 Other Information Codes**).
2. Select the employee whose amount needs to be corrected.
3. Enter the correct amount in the COVID Wage boxes.

Note:

- Entering an amount **replaces** any previous amount.
 - Enter a zero to exclude the code from the employee's tax form.
 - Clear a field to revert to the amount on the balancing report.
-

4. Click **Save**.

If an amount is entered and processed for an employee on a Year-End Adjustment run, and another Year-End Adjustment run is opened for the same tax year (2020), the field does not display the previously entered/processed amount. If no new amount is entered and processed, the previous amount remains on the tax forms.

Enhancements

Government Rates

423177

To ensure that all updates are properly saved, the Governments Rates (CSST) page (**Company > Government Rates**) does not display when the payroll is in the Submitted or Processing state for Regular, Extra and ROE runs.