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| Standard Business Reporting  Australian Taxation Office –  Self-managed Superannuation Fund Annual Return 2021 (smsfar.0011)  Business Implementation Guide  Date: 2 September 2021  Status: Final | |
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Version control

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| --- | --- | --- |
| **Version** | **Release date** | **Description of changes** |
| 1.0 | 02/09/2021 | Final version endorsed for publishing to include:   * updated to reflect changes in the 2021 service * updated to include reasonable use policy guideline. |

Endorsement

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1. Introduction
   1. Purpose and document context

The purpose of this document is to provide information to assist Digital Service Providers in understanding the business context surrounding Self-Managed Superannuation Fund Annual Return (SMSFAR) interactions. These interactions are performed with the Australian Taxation Office (ATO) through the Standard Business Reporting (SBR) platform.

This document defines the interactions that are available to a SMSFAR, outlining those reporting parties that can use the services, explains constraints and known issues with the use of the interaction and provides guidance with certain identified issues.

The SMSFAR service refers to the interaction with the ATO for a user, depending on their role, to:

* lodge a SMSFAR
* lodge an amendment to a SMSFAR
* lodge a SMSFAR return (original or amended) for a prior year as an SBR ebMS3 message containing the ELS tag formatted data.

This document applies to the SBR SMSFAR service for the 2021 SMSFAR returns and the SBR ELStagFormat service for the years 2008-2016.

The ATO SMSFAR Business Implementation Guide forms part of the broader suite of documents used by the ATO to describe or interpret how the technical implementation relates back to the business context and process. This document is designed to be read in conjunction with the ATO SBR documentation suite including the:

* web service/platform information
* ATO Common Business Implementation Guide and Taxpayer Declaration Guide
* ATO Service Registry (SR)
* test information (for example, conformance suites)
* Message Structure Tables
* validation rules.
  1. Glossary

For a glossary of terms, **see also**:

* [SBR glossary](https://www.sbr.gov.au/digital-service-providers/developer-tools/glossary)
* [ATO glossary](https://www.ato.gov.au/Definitions/?anchor=top)
* *Common Business Implementation and Taxpayer Declaration Guide.*

1. What are the SMSFAR services?

The SMSFAR services are used to report the income tax position, super regulatory information, member contributions and to pay the Self-Managed Superannuation Fund (SMSF) supervisory levy for an SMSF. This is done after the finalisation of an audit, for example an audit of the SMSF must be finished before lodging the SMSF annual return, as information from the audit report is needed to complete the regulatory information on the SMSF annual return.

* 1. Where SBR fits into SMSFAR lodgment obligations

The SMSFAR service provides numerous functions for lodgment of the trustee’s reporting obligations. These include the lodgment of:

* SMSF Annual Return
* amendments to the SMSF Annual Return (where appropriate).

The pre-lodge and lodge interactions are the core part of the SBR-enabled SMSFAR business process. When the trustee or intermediary has gathered all information required, they would then complete, validate it (this is an optional step) and correct (if required) any labels of the return before lodgment.

|  |  |
| --- | --- |
| **Initiating party** | **SBR service offering** |
| Step 1: Complete Self-Managed Superfund Annual Return | SMSFAR.*Pre-lodge* (optional interaction)  Validate report data |
| Step 2: Is submission rejected?  Yes – revisit step 1  No – Lodge | SMSFAR.*Lodge* |
| Step 3: View success message | Not applicable |

**Table 1: SBR interactions and SMSFAR process – Context of SBR and SMSFAR interactions**

* 1. Schedules

A SMSFAR lodgment can include a schedule that contains additional information required to assess a fund’s income. Valid schedules that can be included in the SMSFAR message are:

| **Schedule** | **SBR Core Services** | **SBR ebMS3.0** |
| --- | --- | --- |
| Interposed Entity Election or Revocation | Yes | Yes |
| Family Trust Entity Election or Revocation | Yes | Yes |
| Pay As You Go (PAYG) payment summary schedule | Yes | Yes |
| Capital Gains Tax schedule | Yes | Yes |
| Losses schedule | Yes | Yes |

Table 2: Valid schedules

**Note:** For more information on the validation rules and circumstances that determine when a schedule needs to be used, see the SMSFAR message structure table and schedule structure tables, as well as the SMSFAR validation rules.

* 1. Interactions

The SMSFAR lodgment process could consist of the following interactions:

| **Service** | **Interaction** | **Detail** | **Single** | **Batch** | **Optional** |
| --- | --- | --- | --- | --- | --- |
| SMSFAR | SMSFAR*.Prelodge* | Validate SMSFAR message before lodgment (2021) | Yes | Yes | Yes |
| SMSFAR | SMSFAR*.Lodge* | Lodge SMSFAR (2021) | Yes | Yes | No |
| ELStagFormat | *ELStagFormat.Lodge* | Lodge SMSFAR for prior years as SBR message using ELS tag format | No | Yes | Yes |

Table 3: Interactions available in the SMSFAR lodgment process

* 1. Channels

The SMSFAR interaction is available in the following channels:

|  |  |  |
| --- | --- | --- |
| **Interaction** | **SBR Core Services** | **SBR ebMS3.0** |
| SMSFAR*.Prelodge* | Yes | Yes |
| SMSFAR.*Lodge* | Yes | Yes |

Table 4: Channel availability of SMSFAR interactions

1. Authorisation
   1. Intermediary relationship

The SBR services an intermediary can use on behalf of their clients depends on the activity being undertaken and whether the intermediary has a relationship with the client. An intermediary must have the appropriate authorisation for the interaction being performed on behalf of the taxpayer recorded in ATO systems.

To use the SMSFAR interaction, a business intermediary must be appointed by a business in Access Manager to use the available services on their behalf.

|  |  |
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| attention_pms | A tax agent to taxpayer relationship is a fundamental precondition to interacting with SBR for SMSFAR interactions. |

**Note**: If the relationship doesn’t exist, the SBR add client relationship interaction of the client update services can be used to establish a relationship between the intermediary and the taxpayer.

**See also**:

* *Client Update Business Implementation Guide*
* *Client Update Message Implementation Guide*, for information.
  1. Access and initiating parties

**See also:**

* *Common Business Implementation and Taxpayer Declaration Guide,* Section 3 – Access.

The table below displays the interactions available to each initiating party via SBR for SMSFAR and ELStagFormat:

| **Service** | **Interaction** | **Activity** | **Tax agent** | **BAS agent** | **Business** | **Business Intermediary** |
| --- | --- | --- | --- | --- | --- | --- |
| SMSFAR | SMSFAR*.Prelodge* | Validate data inputted into SMSFAR before submitting for processing | Yes | No | Yes | Yes |
| SMSFAR | SMSFAR*.Lodge* | Lodge SMSFAR for processing | Yes | No | Yes | Yes |
| ELStagFormat | *ELStagFormat.Lodge* | Lodge SMSFAR for prior years as an SBR message using ELS tag format | Yes | No | No | No |

Table 5: SMSFAR permissions

A user must be assigned the appropriate authorisation permissions to use the SMSFAR service. The table below references the SBR service to the relevant permission in Access Manager:

| **Service** | **Access Manager permission** |
| --- | --- |
| SMSFAR | Self-Managed Superannuation Fund Annual Return   * *Lodge* check box |

Table 6: Access Manager permissions

1. Constraints and known issues
   1. Constraints when using this service

Not applicable.

* 1. usage restrictions

Digital Service Providers (DSPs) must be aware of the usage restrictions, which are described within the *Reasonable Use policy*. The ATO actively monitors the use of services and will notify DSPs that contravene this policy. Continued breaches may result in de-whitelisting.

**See also:**

* [Reasonable Use policy](https://softwaredevelopers.ato.gov.au/Usingourservices#Reasonableuse)**,** for further information.
  1. Known issues

Not applicable.

1. Taxpayer declarations

Each time an intermediary lodges an approved form on behalf of a taxpayer the law requires the intermediary to have first received a signed written declaration from that taxpayer.

Developers of SBR-enabled software products may elect to provide a printable version of the taxpayer declaration within their products to assist intermediaries.

|  |  |
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| attention_pms | A taxpayer declaration must be obtained by the intermediary for all lodgment obligations performed on behalf of their client. |

These declarations apply not just for original lodgments, but also when lodging amendments to a SMSFAR.

**See also**:

* The [ATO website](https://www.ato.gov.au/tax-professionals/prepare-and-lodge/managing-your-lodgment-program/client-declarations-and-lodgment-online/), for information on the retention of declarations and frequently asked questions**.**
* *Common Business Implementation and Taxpayer Declaration Guide* – Section 6, for suggested wording.

1. SMSFAR guidance
   1. Prior year SMSFAR lodgment through SBR

To support lodgments for prior years before 2017 via SBR; lodgment of SMSFAR is possible using the *ELStagFormat* service. *ELStagFormat* is envisaged to be used for prior year SMSFAR lodgments from 2008-2016. ELS formatted data can be submitted as an SBR ebMS3 message using the ELS tag, which encapsulates the legacy ELS message. *ELStagFormat* is only available as a batch lodgment.

**See also:**

* [ATO software developer website](https://softwaredevelopers.ato.gov.au/ELSspecification) – A06 DIS SBR specification from the ELS suite of artefacts.
  1. Using the additional free text field

The SMSFAR message contains a free text field, ‘*additional information’* (SBR alias: SMSFAR 355 / ELS tag: AEB), to enable appropriate information to be added to a return for assessment.

While validation cannot control what information is provided in the additional field, below is some advice users can follow to ensure returns lodged with the field are processed without unnecessary delays:

* Free text content must be clear, concise and necessary to determine the outcome of the assessment for the return being lodged and must only be used under the correct circumstances. Information entered that doesn’t meet these criteria will cause processing delays
* Software developers need to consider whether a ‘help’ or informational message concerning use of this field would be beneficial for tax agents.

Below are key examples of:

* where the field needs to be used
* the type of business information that must be included
* the quality, tone and language of the information.

**Examples of helpful scenarios:**

| **Scenario** | **Additional free text field content** |
| --- | --- |
| Reporting net foreign income sourced from a treaty country. | Treaty country net foreign income sourced in tax treaty country. $$ foreign income tax paid in tax treaty country. $$ foreign income tax paid in non-tax treaty country. |
| Reporting why a field was blank (especially for member closing balances). | Member 1 closing account balance was $$$/l left field blank as system won’t accept negative figures. Member 2 closing account balance was $$$$/l left field blank as system won’t accept negative figures. |

Table 7: Examples of helpful free text scenarios

**See also:**

* [ATO website](https://www.ato.gov.au/Tax-professionals/Prepare-and-lodge/Tax-Time-2021/Before-you-lodge/Prevent-delays-in-processing-returns/#Providingadditionalinformation), for further information on the additional information field.
  1. TFN and ABN algorithm validation

**See also**:

* [http://softwaredevelopers.ato.gov.au/obtaintfnalgorithm](http://softwaredevelopers.ato.gov.au/obtainTFNalgorithm), to obtain access to the algorithm to validate TFNs in a BMS product.
* [http://softwaredevelopers.ato.gov.au/abnformat](http://softwaredevelopers.ato.gov.au/ABNformat), for information on Australian Business Number (ABN) validation.
  1. Future years

The functionality to enable lodgment of future year (early lodged) returns is available as part of this service.

A future year return is a lodgment by a client or their authorised intermediary prior to the end of the current reporting period (for example, a client lodging their 2021-22 income tax returns before the end of the SMSF year of 30 June 2022).

For a client or their authorised intermediary to lodge a future year return, the year cannot be greater than one year (Current Year + 1) into the future and certain criteria must be met.

* 1. Truncating amounts

To ensure users of your software products complete SMSFARs correctly, only whole dollars must be shown (no cents). The following examples show how to truncate amounts:

**Example 1:** $24.37 would be reported as $24

**Example 2:** $12.89 would be reported as $13

**Example 3:** $6.50 would be reported as $6.

Once truncation has been performed, the truncated amount must be used in any calculation rather than the original amount (including the cents).

6.6 Auditor information

SMSF auditor information guidance (label 6), take note of the following:

* For audit completion date at question 6 – Label A, information must **not** be rolled over from the previous financial year or prepopulated with a date the SAR is completed. This label needs to be left blank each year for user input
* For labels B, C or D at Question 6 must also not roll over information from the previous financial year or prepopulate with a ‘No’ (as these could change from year to year). This ensures the user completes these labels correctly
* The auditors detail’s including name, SAN, phone number and address can be rolled over from the previous financial year. Your software must require the user to confirm this information prior to lodgment. this prevents the previous year’s auditors’ details being rolled over, without the new auditor details being updated by the user
* If the user needs to change the SMSF auditor number, by default it’s recommended that all other details that were rolled over for the previous auditor **must** automatically empty. This ensures the name, address and contact details of the new auditor is also correct, preventing triggers for manual intervention or audit requirements due to a mismatch between the auditor’s name and SMSF auditor number when reviewing SARs.