 Standard Business Reporting

Australian Taxation Office –

PAYEVNTRECON.0001 2023

Business Implementation Guide

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Endorsement

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# Introduction

## Purpose and audience

The purpose of this document is to provide information that will assist Digital Service Providers (DSPs) in understanding the business context surrounding the PayEvent List service interactions. These interactions are performed with the Australian Taxation Office (ATO) through the Standard Business Reporting (SBR) platform.

The PayEvent List service refers to a single service that enables a requesting party to retrieve a list of Single Touch Payroll (STP) pay events (including submit, update, or adjust actions) successfully processed by the ATO and associated payer totals. Whilst update actions will be returned in the list service, they will not include any payer totals (as these cannot be reported in an update action). If an original submit action has been replaced by a full file replacement, then only the replacement submit action will be retrieved and displayed as the original is cancelled. The service will not return pay events that have been cancelled and/or fully rejected.

ThePayEvent List 2023 Business Implementation Guide (BIG) 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:

* ATO Payevnt.0004 2020 Business Implementation Guide
* Web service/platform information
* ATO Common Business Implementation and Taxpayer Declaration Guide
* ATO Service Registry (SR)
* Test information, for example, conformance suites
* Message Structure Tables
* Validation rules.

## Glossary

For a glossary of terms see

* [SBR glossary](https://www.sbr.gov.au/digital-service-providers/developer-tools/glossary)
* [ATO definitions](https://www.ato.gov.au/Definitions/?anchor=top)
* The [Common Business Implementation and Taxpayer Declaration Guide](https://www.sbr.gov.au/sites/default/files/ato_common_business_implementation_and_taxpayer_declaration_guide_v1.1.docx).

#  Overview

## What is the PayEvent List service

The PayEvent List service (SBR name: PAYEVNTRECON) is a service that will serve both ATO retail and wholesale channels to return a list of defined STP pay events, the payer totals reported for these (where applicable) and any associated messages.

The service will be made available through the SBR channel. It will be available as an interactive service, and a batch service that can retrieve multiple payer details. Multiple payers refer to businesses that have the same Australian Business Number (ABN) that have multiple branches.

Along with the business rules outlined in this document, validation rules are specific to the action. Use the following SBR artefacts to understand the required validation rules:

* ATO PAYEVNTRECON List Request Message Structure Table
* ATO PAYEVNTRECON List Response Message Structure Table
* ATO PAYEVNTRECON List Validation Rules.

Digital Service Providers may use this service:

* To validate the STP pay events the ATO has on record against the payroll to ensure there are no missed pay events:
	+ For small and medium withholders prior to lodging their Business Activity Statement (BAS)
	+ For large withholders prior to making payment.
* To provide payers with a summary view of the STP pay events and their related payer totals that the ATO has on record, from within their product.
* To provide small and medium withholders with a view of the STP pay events that make up their ATO Pay As You Go Withholding (PAYGW) pre-fill for a specific month or quarter. The ATO provides this view to payers when they prepare their activity statement in ATO Online[[1]](#footnote-1), provided they have reported pay events for the period.

**Note:** The service should not be used to establish pre-fill amounts for activity statement pre-fill purposes. DSPs wishing to offer pre-fill should refer to the Activity Statement Service 2023.

# Interactions and Channels

## Interactions

The PayEvent List service consists of the following interactions:

**Table 1: Interactions available in the PayEvent List service**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Service** | **Interaction** | **Detail** | **Single** | **Batch** |
| List | payevntrecon.list | Request a list of successfully processed STP Submit action, Update and Adjust action for a specified period  | Y | Y |

## Channels

Table 2: Interactions available in the channel for PayEvent List service

|  |  |  |
| --- | --- | --- |
| **Interaction** | **SBR Core Services** | **SBR ebMS3.0** |
| payevntrecon.list | Y | Y |

# Authorisations

External consumers are authorised through the existing authentication and authorisation models and can be accessible for the following groups:

* Payer (Employer)
* Business Intermediaries (XEAs Defined in AM)
* Registered Agents (BAS agents, Tax agents and Payroll only providers).

The service will support the following authorisation methods:

* Payer (Employer)
* Intermediary (Business Intermediary, Tax Agent, BAS Agent or Payroll Only Providers)
* Cloud Authentication (using SSID).

The current authentication model for Sending Service Providers (SSPs) does not require the reporter to authorise the unrelated third party to manage their secure data on their behalf and that authorisation is a critical prerequisite to consume this service. Therefore, this service is not available through the Sending Service Provider (SSP) authorisation model.

The PayEvent List service will serve both retail and wholesale channels (SBR). For wholesale channels, access authentication will follow existing SBR patterns:

* For a payer that is using this service, internal ATO service will determine the accounts the payer has access to
* For intermediary clients acting on behalf of a payer, internal ATO service will verify the client links in ATO systems to ensure the data can be provided to the calling client. Where an intermediary has authorisation for a client, they can retrieve STP pay events for all the client’s branches. Where the intermediary has authorisation to a specific branch, they can only retrieve STP pay events for that branch.

For more information see [Client management](https://www.sbr.gov.au/digital-service-providers/developer-tools/australian-taxation-office-ato/obligation-management-oblmgt/client-management-clntmgt) on SBR website.

## Access and initiating parties

This data is currently available in ATO Online services for specific individuals who are granted permission to access it via Access Manager. With this authenticated digital service, this data can now be retrieved into your product.

ATO systems will check that the initiating party is allowed to use the interaction that is received through the SBR channel.

See:

* Section 3 – Authorisationin the[Common Business Implementation and Taxpayer Declaration Guide](https://www.sbr.gov.au/sites/default/files/ato_common_business_implementation_and_taxpayer_declaration_guide_v1.1.docx)
* the [ATO website](https://www.ato.gov.au/general/online-services/access-manager/) for more information regarding Access Manager.

# Constraints and known issues

## 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.

Find out about the[**DSP Conditions of use**](https://softwaredevelopers.ato.gov.au/usingourservices/dsp-conditions-use).

# PayEvent List guidance

The PayEvent List service retrieves payer pay event data the ATO has successfully processed and presents it to the requesting party in a list. The requesting party can either be a payer or an intermediary. The retrieval of this information is dependent on the requesting party having the appropriate authorisation on the account.

The service accepts a combination of validated conditional (ABN or Withholding Payer Number (WPN)), optional (for example, Business Management System (BMS) Identification Number (ID)) and mandatory (for example, Date Request Type) search inputs. The service will display the pay event forms in a single list. It will display a maximum of 500 of the most recent records and where more than 500 records exist, the service also displays a warning message to the requesting party notifying them there are more records to view. In a situation where the result exceeds 500 records, the requesting party will need to refine their search to reduce the potential results. For example, by reducing the date range for Pay/Update date or Run date/Time stamp (date only) or event type to reduce records retrieved and presented.

The service will retrieve pay event data for the following event types:

* Submit action
* Update action
* Adjust action.

The service will be made available through the SBR channel. This service will be available as an interactive service, and a batch service that can retrieve multiple payer details. This is limited to retrieving payers that have the same ABN and have multiple branches.

## Search Identifiers

**Payer ABN (PAYEVNTRECON5) and Payer WPN (PAYEVNTRECON6)**

To perform a search for a list of Pay events over a selected period, a valid ABN or WPN must be provided. The number provided must be valid as it will need to pass the algorithm checks.

If an ABN is used, a WPN cannot be provided. If a WPN is used, an ABN cannot be provided.

Note: WPN results would only be limited to those entities that have lodged either through an intermediary or a SSP.

**Registered Agent Number (PAYEVNTRECON3) and Intermediary ABN (PAYEVNTRECON2)**

As part of the search, the Intermediary ABN, or Registered Agent Number (RAN) can be used. However, both fields are only optional. The number provided must be valid as it will need to pass the algorithm checks.

## Search Parameters

To narrow the search results, the requesting party can provide some search parameters. Most of the search parameters are optional. However, parameters such as the date range must be provided by providing a Start Date and an End Date as well as the Date Request Type by choosing either the ‘Pay/update date’ or ‘Run date/time stamp (date only)’. The date range between the provided Start Date and End Date must not be more than 12 months.

The search parameters are passed to the Payer PayEvent Service within the ATO, to be validated and utilised to define the search. The details that can be set are, Date Request Type, Branch ID, BMS ID and Payroll Event Type. If no parameters are passed, the Search All path will be utilised for the current financial year in date descending order, utilising the Pay/update date or ‘Run date/time stamp (date only)’.

**Date Request Type (PAYEVNTRECON12)**

This determines if the request’s date range (as specified by the Start date and End date) is for the events’ ‘Effective Date’ (Pay/update date) or ‘Reported Date’ (Run date/time stamp - date only). One of these options must be selected.

**Start Date (PAYEVNTRECON10)**

This mandatory field specifies the start date for the search. The start date relates to the “Date request type”.

* A start date must be provided
* Start date must be prior to end date
* The start date must not be more than 4 years before the current financial year
* The start date must not be a future date.

**End Date (PAYEVNTRECON11)**

This mandatory field specifies the end date for the search. The end date relates to the “Date request type”.

* An end date must be provided
* The end date cannot be more than 6 months after today's date
* The end date cannot be more than 12 months after the Start Date.

**Payer Branch Code (PAYEVNTRECON7)**

This is an optional field. Providing a Branch ID will limit the records returned to those submitted with the same Branch ID.

**BMS Identifier (PAYEVNTRECON8)**

This is an optional search field. Providing this identifier will limit the records returned to those submitted with this identifier.

**Payroll Event Type (PAYEVNTRECON9)**

This is an optional search field. This is used to filter for a particular type of Pay Event. The choices are:

* Submit actions
* Update actions
* Adjust actions.

Providing the payroll event type will limit the response to only those types of events. Not providing an option will return results for all three types of events.

(Reference [ATO Payevnt.0004 2020 Business Implementation Guide](https://www.sbr.gov.au/sites/default/files/ato_payevnt.0004_2020_business_implementation_guide.docx) for definition of terms)

## Search Results

Once the requesting party has provided a search identifier and search parameters, a search result will be returned and presented in a single list. The following information that matches the search criteria requested, will be presented to the requesting party:

* Payroll Event Type (PAYEVNTRECON9)
* Run Date/Time Stamp (PAYEVNTRECON14)
* Pay/Update Date (PAYEVNTRECON13)
* Submission ID (PAYEVNTRECON15)
* Payer Branch Code (PAYEVNTRECON7)
* BMS Identifier (PAYEVNTRECON8)
* Document Identification Number (PAYEVNTRECON20) – ATO generated transaction ID
* Payer Total Gross Payment Amount (W1) (PAYEVNTRECON17) (if available)
* Payer Total PAYGW Amount (W2) (PAYEVNTRECON18) (if available)
* Intermediary Legal Name (PAYEVNTRECON12) (if available)
* Intermediary ABN (PAYEVNTRECON2) (if available)
* Registered Agent Number (PAYEVNTRECON3) (if available).

The Submission ID is a unique identifier for a pay event assigned by the BMS. Where multiple records are returned in the pay event list for the same date, then the Submission ID can be used to identify the specific records lodged by the BMS.

If a record with the same Submission ID is retrieved but the amounts have changed, yet the requesting party has used the same search parameters in a previous search, then the requesting party may need to consider whether a full file replacement has been submitted since the last search. This is because a full file replacement (with new totals) will replace a previous submit action with the same Submission ID.

1. Tax agents acting on behalf of a payer can access this information via Online Services for Agents as well. [↑](#footnote-ref-1)