

Employee Fact Sheet

STP Phase 2

The New STP Payroll System

The government has instigated some enhancements to the Single Touch Payroll (STP) system. STP was the system that brought you some new payroll features over the last couple of years including electronic reporting of your earnings to the ATO and the phasing out of Payment Summaries. Phase 2 of the STP system has been instigated and will bring with it some more features that you should be aware of including:

- A deeper dissection of your earnings and reporting of those earnings to you
- A reporting of the deeper dissection of your payroll information to other government agencies by the ATO. These agencies will initially include Services Australia and the Child Support Agency
- Access to current year and prior year's earnings information by you

This is a Federal Government legislated change to payroll reporting by all employers. Importantly, it does not affect your basis of employment or remuneration structure in any way.

Accessing Payroll Information

In addition to payslips and any existing employer payroll reporting facilities, you will be able to obtain payroll information from your MyGov Account. For those of you that have a MyGov account, you would be aware that this is a more streamlined way of dealing with and receiving information from government agencies.

- If you do not have a MyGov account, they are relatively straight forward to establish: Setting up your [myGov](#) account
- Your MyGov account will be updated progressively with year-to-date tax and superannuation information.

At Tax Time

Your annual earnings information (Your Income Summary) required to complete your Income Tax Return will be available from a number of avenues:




- From your MyGov Account
- If you have an appointed tax agent; your agent will have electronic access to it
- As a Payment Summary directly from your employer

If you require more information on the STP reporting system you can obtain it from the [ATO](#) website or by enquiry of our payroll department.

Required of You

There is no immediate action required of you. This communicate simply serves to remind you that changes will happen to the way we report payroll after we implement the new STP 2 reporting requirements. It is possible that our payroll team may need to contact you and seek additional information about your circumstances to properly implement STP 2 reporting if we do not already hold sufficient information on file. If additional information is required, our payroll team will contact you.

Business Contact Details

-  [Your Address]
-  [Your Phone]
-  [Your Email]
-  Your Website