

HMRC Approvals – An Overview

As you look for a payroll solution, you may be confused by the claims of various suppliers. Some software providers claim that their product “meets all HMRC requirements”, is “compliant with HMRC legislation”, or is “HMRC approved”, but what does that mean?

Well, the answer is fairly simple. There is no guarantee that a supplier of any product or service is not “gilding the lily” in their advertising claims and some suppliers are prone to making claims for their products that are misleading or, in some cases, blatantly untrue.

To ensure that the payroll product you are purchasing is fit for use, HMRC has two testing schemes for payroll products and services:

- Internet Recognition
- Payroll Standard & Pensioner Payroll Standard

Internet Recognition:

This scheme is designed to ensure that payroll products and services are capable of transmitting and receiving returns and notices to, and from, the HMRC on-line systems. Payroll developers are required to run up to 130 tests and submit the results to HMRC for validation. On successfully validating the results, HMRC issues a confirmation letter, granting Internet Recognition, as shown in the following pages.

Internet Recognition is a modular process and a product can receive recognition for one, or more of the following:

- WNU – Works Number Update
- MOV – P45(1), P45(3), P46, and PENNOT
- EXB – P9D, P11D, P11Db, and P46(Car)
- EOY – P14, P35, and P38A
- DPS – P6, P6b, P9, SL1, SL2, Reminders, and Notifications.

Any payroll product should have Internet Recognition for MOV and EOY at a minimum. If it hasn't got that, it will be of no use in meeting the requirement for mandatory on-line filing.

Payroll Standard:

The Payroll Standard is a comprehensive testing scheme that ensures that a payroll application is capable of delivering precise results for a wide range of scenarios. It consists of a three-stage testing process, with over 4,000 tests which must be completed to the satisfaction of HMRC. There are some optional elements that cover 2-weekly and 4-weekly pay periods, director's NICs, and contracted-out pensions.

The Payroll Standard also covers non-software issues, such as a supplier's ability to provide support, documentation, advertising literature, etc.

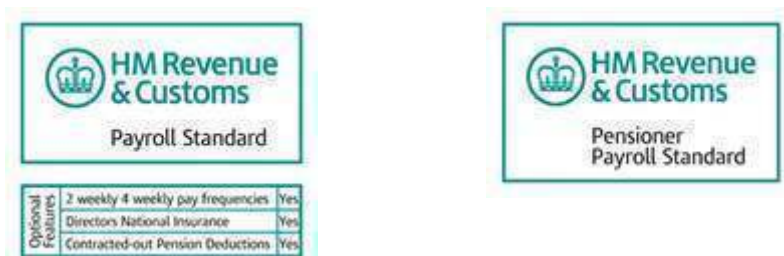
Before any payroll product can achieve Payroll Standard accreditation it must have already gained Internet Recognition for EOY and MOV.

Full details of the Payroll Standard can be found at <http://www.hmrc.gov.uk/ebu/payroll.htm>.

Pensioner Payroll Standard:

The Pensioner Payroll Standard is a sub-set of the Payroll Standard intended to provide accreditation for payroll products that are used for paying pensions. A product that has received only this accreditation is unsuitable for general use.

Suppliers of Payroll Standard accredited products are authorised to display the HMRC Payroll Standard logos, similar to those shown below, on their products, web site, and marketing literature.



Policing of the Payroll Standard:

Use of the Payroll Standard logos is only allowed for products that have been granted accreditation and the accreditation must be renewed annually. If a product fails to keep up to date with the changing requirements of the Payroll Standard, permission for use of the logos is withdrawn.

In addition, HMRC checks to ensure that non-accredited products are not using the official logos and takes action where a supplier is using the logos without authorisation.

If a product does not have the Payroll Standard logo and claims to “meet all HMRC requirements”, or to be “compliant with HMRC legislation”, it may very well be true but, you should ask why it has not been accredited. However, if it makes a claim to be “HMRC approved”, and does not display the logo, you should ask for evidence of accreditation.

Has HRPay received Internet Recognition?

Yes, HRPay has received Internet Recognition for all 5 categories outlined on the previous page. The official recognition letters are shown on the following pages. In addition, HRPay caters for the IRMark which will become a requirement in 2009.

Does HRPay have Payroll Standard accreditation?

Yes. HRPay achieved Payroll Standard Accreditation on 11th February '09. The accreditation was for the core Payroll Standard with the following options:

- 2-weekly and 4-weekly pay periods
- Director's National Insurance
- Contracted-out Pension Schemes

In addition, HRPay has received Pensioner Payroll Standard Accreditation.

Copies of the Payroll Standard certificates are shown on the following pages.

Mike O'Grady
Aquila Technology

Date 20th June 2008
Vendor ID 0724

IMS (Technology Solutions & Services)
Crown House
Victoria Street
Shipley
W Yorkshire
BD17 7TW

Tel 01274 534666
Fax 01274 534514
Email sdsteam@hmrc.gsi.gov.uk

www.hmrc.gov.uk

Dear Mike,

**PAYE Online Services: WNU Form
Recognition for Internet Filing Enabled Software**

Internet Product: HRPay

I can confirm that you have now successfully tested your Internet Filing Enable Software package 'HRPay' through the Vendor Single Integrated Proving Service (VSIPS).

The forms you have successfully tested are:

WNU

Your business name, details of the tested product and your URL will now be included on the HMRC recognition web pages at <http://www.hmrc.gov.uk/efiling/payepayesoftwareforms.htm> which lists the PAYE Internet Enabled Software products that have successfully passed through the testing process.

Please note that the issue of this letter and inclusion of your product details on our WebPages should not be regarded as HMRC endorsement or 'kitemarking' of your Internet Enabled product. It simply confirms successful testing through VSIPS.

Please remember that in order for your name to remain on the WebPages you should retest any amendment that you make to the software package, including schema changes that we notify you about and/or any new versions of your product.

Yours sincerely
Steve Haley

Software Developers Support Team



Mike O'Grady
Aquila Technology

IMS (Technology Solutions & Services)
Crown House
Victoria Street
Shipley
W Yorkshire
BD17 7TW

Tel 01274 534666
Fax 01274 534514
Email sdsteam@hmrc.gsi.gov.uk

Date 24th June 2008
Vendor ID 0724

www.hmrc.gov.uk

Dear Mike,

**PAYE Online Services: In-Year Movement Forms
Recognition for Internet Filing Enabled Software**

Internet Product: HRPay (HRPay 5, HRPay 20 & HRPay 100)

I can confirm that you have now successfully tested your Internet Filing Enable Software package 'HRPay' through the Vendor Single Integrated Proving Service (VSIPS).

The forms you have successfully tested are:

P45(1), P45(3), P46, PENNOT

Your business name, details of the tested product and your URL will now be included on the HMRC recognition web pages at http://www.hmrc.gov.uk/efiling/payee/payee_software_forms.htm which lists the PAYE Internet Enabled Software products that have successfully passed through the testing process.

Please note that the issue of this letter and inclusion of your product details on our WebPages should not be regarded as HMRC endorsement or 'kitemarking' of your Internet Enabled product. It simply confirms successful testing through VSIPS.

Please remember that in order for your name to remain on the WebPages you should retest any amendment that you make to the software package, including schema changes that we notify you about and/or any new versions of your product.

Yours sincerely
Steve Haley

Software Developers Support Team

Mike O'Grady
Aquila Technology

Information Management Solutions

Crown House
Victoria Street
Shipley
W Yorkshire
BD17 7TW

Tel 01274 534666

Fax 01274 534514

Email sdsteam@hmrc.gsi.gov.uk

Date **26 June 2008**
Vendor ID **0724**

www.hmrc.gov.uk

Dear Mike

**PAYE Online Services: Outgoing Forms (DPS)
Recognition for Internet Filing Enabled Software**

Internet Product: **HRPay**

I can confirm that you have now successfully tested your Internet Filing Enabled Software package 'HRPay' using the DPS test service.

The forms you have successfully tested are:

P6, P6B, P9
SL1, SL2
AR, NOT

These details will be included with your existing entries on the HMRC recognition web pages at http://www.hmrc.gov.uk/efiling/payee/payee_software_forms.htm that lists the PAYE Internet Enabled Software products that have successfully passed through the testing process.

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Yours sincerely

Trevor Huddleston

Software Developers Support Team

**Aquila Technology
Mike O'Grady**Date **25 July 2008**
Vendor ID **0724****Tele:** 01274 534666**Fax:** 01274 534514**Email:** sdsteam@hmrc.gsi.gov.uk
www.hmrc.gov.uk

Dear Mike

**PAYE Online Services 2008-09: P38A
Recognition for Internet Filing Enabled Software**

Internet Product(s): **HRPay**

I can confirm that you have now successfully tested your P38A Internet Filing Enable Software package(s), named above, through the Vendor Single Integrated Proving Service (VSIPS).

Your business name, details of the tested product and your URL www.aquilatechnology.com will now be included on the HMRC recognition web pages at http://www.hmrc.gov.uk/efiling/payepaye_software_forms.htm which lists the PAYE Internet Enabled Software products that have successfully passed through the testing process.

Please note that the issue of this letter and inclusion of your product details on our WebPages should not be regarded as HMRC endorsement or 'kitemarking' of your Internet Enabled product, instead it simply confirms successful testing through VSIPS.

Please remember, in order for your name to remain on the WebPages, you should retest any update(s) that you make to the software package, including schema changes that we notify you about and/or any new versions of your product.

Yours sincerely

Trevor Huddleston
Software Developers Support Team

**Aquila Technology
Mike O'Grady**Date **25 July 2008**
Vendor ID **0724****Tele:** 01274 534666
Fax: 01274 534514
Email: sdsteam@hmrc.gsi.gov.uk
www.hmrc.gov.uk

Dear Mike

**PAYE Online Services 2008-2009: End of Year P14, P35
Recognition for Internet Filing Enabled Software**Internet Product(s): **HRPay**

I can confirm that you have now successfully tested your Internet Filing Enable Software package(s), named above, through the Vendor Single Integrated Proving Service (VSIPS). The testing has been based on the submission of '**Original**' EOY returns. You have confirmed that the PAYE EOY Validation Tool was used when testing and developing the product(s).

The product tested caters for:

Complete submission of the P35 and P14s

You have also included and successfully tested the following items:

Weekly	Monthly – tax refund
Monthly	Monthly - SSP
Monthly – SAP/SMP/SPP/Student Loan	Net Pay Arrangements
Monthly – multiple lines of contributions	P14s with student data
Weekly - week 53	Monthly - CIS deductions suffered
Fortnightly - week 54	
4 Weekly - week 56	

Your business name, details of the tested product and your URL www.aquilatechnology.com will now be included on the HMRC recognition web pages at http://www.hmrc.gov.uk/efiling/payepaye_software_forms.htm which lists the PAYE Internet Enabled Software products that have successfully passed through the testing process.

Please note that the issue of this letter and inclusion of your product details on our WebPages should not be regarded as HMRC endorsement or 'kitemarking' of your Internet Enabled product, instead it simply confirms successful testing through VSIPS.

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Yours sincerely

Trevor Huddleston
Software Developers Support Team



Mike O'Grady
Aquila Technology

IMS (Technology Solutions & Services)
Crown House
Victoria Street
Shipley
W Yorkshire
BD17 7TW

Tel 01274 534666
Fax 01274 534514
Email sdsteam@hmrc.gsi.gov.uk

Date 3 July 2008
Vendor ID 0724

www.hmrc.gov.uk

Dear Mike

**PAYE Online Services 2007-2008: Expenses & Benefits
Recognition for Internet Filing Enabled Software**

Internet Product: HRPay

I can confirm that you have now successfully tested your Internet Filing Enable Software package 'HRPay' through the Vendor Single Integrated Proving Service (VSIPS).

The forms you have successfully tested are:

P11D/P11D(b)
P46Car
P9

Your details will now be added to those already included on the HMRC recognition web pages at http://www.hmrc.gov.uk/efiling/payee/payee_software_forms.htm that lists the PAYE Internet Enabled Software products that have successfully passed through the testing process.

Please note that the issue of this letter and inclusion of your product details on our WebPages should not be regarded as HMRC endorsement or 'kitemarking' of your Internet Enabled product. It simply confirms successful testing through VSIPS.

Please remember that in order for your name to remain on the Web Pages you should retest any amendment that you make to the software package, including schema changes that we notify you about and/or any new versions of your product.

Yours sincerely

Adrian Smith
Software Developers Support Team



**HM Revenue
& Customs**



**HM Revenue
& Customs**

Payroll Standard

Optional Features	2 weekly 4 weekly pay frequencies	Yes
	Directors National Insurance	Yes
	Contracted-out Pension Deductions	Yes

This certificate confirms that

Aquila Technology

has been certified as meeting the Payroll Standard
accreditation requirements of HM Revenue & Customs
for software packages for the period

11/02/2009 to 10/02/2010

signature

date

16th February 2009

Gary Graham
Payroll Standard Accreditation Manager
for HM Revenue & Customs

This certificate confirms that

Aquila Technology

has been certified as meeting the Pensioner Payroll Standard accreditation requirements of HM Revenue & Customs for software packages for the period

11/02/2009 to 10/02/2010

signature



date

16th February 2009

Gary Graham
Payroll Standard Accreditation Manager
for HM Revenue & Customs