



# **TIMES SOFTWARE YEAREND WORKSHOP**

## **24/25**



[support@timesoftsghelp.zendesk.com](mailto:support@timesoftsghelp.zendesk.com)

## UPDATE

### SaaS Client

- CPF changes is updated

### On prem Client

- Update email has been sent out on 19/11/2024
- Book your preferable timeslot
- If didn't receive then can email to [support@timesoftsghelp.zendesk.com](mailto:support@timesoftsghelp.zendesk.com)

# CPF EXCESS

Common scenario

- 1. Monthly OW <\$6,800
- 2. Received a huge bonus and hit AW capping for 2024
- 3. Salary increment after hit AW capping for 2024

Employee No : EMP009 (TEST EMPLOYEE 009 (CPF EXCESS2))												Currency : SGD			
NRIC/FIN : *****569J			Date of Birth : 24/10/1991			Department : NONE (NONE)						Payment Via : CHEQUE			
Hire Date : 01/10/2021			Date of Cessation :			Occupation : SALESDIR(SALES DIRECTOR)						Fund Class : CLASS1			
	CPF	TAX	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
BASIC SALARY	O	1	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	8,000.00	8,000.00	76,000.00
BONUS *	A	2	0.00	32,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32,000.00
GROSS WAGES			6,000.00	38,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	8,000.00	8,000.00	108,000.00
CHINESE DEV'T ASST. FUND	N	0	-2.00	-3.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-3.00	-3.00	-27.00
CPF WAGES			6,000.00	38,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	8,000.00	8,000.00	108,000.00
EMPLOYEE CPF			-1,200.00	-7,200.00	-1,200.00	-1,200.00	-1,200.00	-1,200.00	-1,200.00	-1,200.00	-1,200.00	-1,200.00	-1,360.00	-1,360.00	-20,720.00
NETT WAGES			4,798.00	30,797.00	4,798.00	4,798.00	4,798.00	4,798.00	4,798.00	4,798.00	4,798.00	4,798.00	6,637.00	6,637.00	87,253.00
EMPLOYER CPF			1,020.00	6,120.00	1,020.00	1,020.00	1,020.00	1,020.00	1,020.00	1,020.00	1,020.00	1,020.00	1,156.00	1,156.00	17,612.00
CPF ORDINARY WAGES			6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	8,000.00	8,000.00	76,000.00
CPF ADDITIONAL WAGES			0.00	32,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32,000.00
EARNED CPF ORDINARY WAGES			6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,800.00	6,800.00	73,600.00
EARNED CPF ADDITIONAL WAGES			0.00	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00
EARNED CPF WAGES (OW + AW)			6,000.00	36,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,800.00	6,800.00	103,600.00
TOTAL CPF			2,220.00	13,320.00	2,220.00	2,220.00	2,220.00	2,220.00	2,220.00	2,220.00	2,220.00	2,220.00	2,516.00	2,516.00	38,332.00
SDF			11.25	11.25	11.25	11.25	11.25	11.25	11.25	11.25	11.25	11.25	11.25	11.25	135.00
Average Gross Wage			6,000.00	38,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	8,000.00	8,000.00	108,000.00

# Scenario A

## Auto capping(Shortfalls only)

### -Request for CPF refund and submit the IR8S form

<https://www.cpf.gov.sg/employer/tools-and-services/forms-e-applications/refund-and-adjustment-of-contributions-paid>

Company Setup

**Global Setup**

User Profile

Payroll Misc Setup

System Setting

Misc Parameter

Prorate Allowance

Password Setting

OT Capping

NEW

SAVE

DELETE

CANCEL

Profile Code

DEFAULT

Profile Name

General Setting

Date Format

DD/MM/YYYY

Link Leave To Modify Record?




YES

Link Claim To Modify Record?

YES

CPF Max Formula

AUTO CAPPING (SHORTFALLS ONLY)



ALL

PAYROLL ENGINE ERROR REPORT

Period: 202312/E

PRINT DATE: 16/10/2023 19:23

USER ID: SUPPORT

TABLE NAME	PAGE NAME	DESCRIPTION
	CPF.CS	Employee#:EMP009, Excess CPF Contribution! please submit CPF refund application.

Total Errors Found: 1

# Scenario B

## Auto capping(CPF Excess/Shortfalls)

- System auto adjust in December
- Apply for Adjustment of CPF Payment

<https://www.cpf.gov.sg/employer/tools-and-services/forms-e-applications/refund-and-adjustment-of-contributions-paid>

Company Setup

Global Setup

User Profile

Payroll Misc Setup

System Setting

Misc Parameter

Prorate Allowance

Password Setting

OT Capping

NEW

SAVE

DELETE

CANCEL

Profile Code

DEFAULT

Profile Name

DE

General Setting

Date Format

DD/MM/YYYY

Link Leave To Modify Record?

YES

Link Claim To Modify Record?

YES

CPF Max Formula

AUTO CAPPING (CPF EXCESS / SHORTFALLS)

ALL				
PAYROLL ENGINE ERROR REPORT			PRINT DATE: 20/11/2024 15:16	
Period: 202412/E			USER ID: SUPPORT	
TABLE NAME	PAGE NAME	DESCRIPTION		
	CPF.CS	Employee#:EMP009, Excess Additional Wages : Auto adjustment is enabled,[1600]		
			Total Errors Found: 1	

Scenario B

Auto capping(CPF Excess/Shortfalls)

Employee No : EMP009 (TEST EMPLOYEE 009 (CPF EXCESS2))												Currency : SGD			
NRIC/FIN : *****569J			Date of Birth : 24/10/1991			Department : NONE (NONE)			Payment Via : CHEQUE						
Hire Date : 01/10/2021			Date of Cessation :			Occupation : SALESDIR(SALES DIRECTOR)						Fund Class : CLASS1			
	CPF	TAX	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Total
BASIC SALARY	O	1	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	8,000.00	8,000.00	76,000.00
BONUS *	A	2	0.00	32,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32,000.00
GROSS WAGES			6,000.00	38,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	8,000.00	8,000.00	108,000.00
CHINESE DEV'T ASST. FUND	N	0	-2.00	-3.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-3.00	-3.00	-27.00
CPF WAGES			6,000.00	38,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	8,000.00	8,000.00	108,000.00
EMPLOYEE CPF			-1,200.00	-7,200.00	-1,200.00	-1,200.00	-1,200.00	-1,200.00	-1,200.00	-1,200.00	-1,200.00	-1,200.00	-1,360.00	-1,040.00	-20,400.00
NETT WAGES			4,798.00	30,797.00	4,798.00	4,798.00	4,798.00	4,798.00	4,798.00	4,798.00	4,798.00	4,798.00	6,637.00	6,957.00	87,573.00
EMPLOYER CPF			1,020.00	6,120.00	1,020.00	1,020.00	1,020.00	1,020.00	1,020.00	1,020.00	1,020.00	1,020.00	1,156.00	884.00	17,340.00
CPF ORDINARY WAGES			6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	8,000.00	8,000.00	76,000.00
CPF ADDITIONAL WAGES			0.00	32,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32,000.00
EARNED CPF ORDINARY WAGES			6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,800.00	6,800.00	73,600.00
EARNED CPF ADDITIONAL WAGES			0.00	30,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,600.00	28,400.00
EARNED CPF WAGES (OW + AW)			6,000.00	36,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,800.00	5,200.00	102,000.00
TOTAL CPF			2,220.00	13,320.00	2,220.00	2,220.00	2,220.00	2,220.00	2,220.00	2,220.00	2,220.00	2,220.00	2,516.00	1,924.00	37,740.00
SDF			11.25	11.25	11.25	11.25	11.25	11.25	11.25	11.25	11.25	11.25	11.25	11.25	135.00
Average Gross Wage			6,000.00	38,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	8,000.00	8,000.00	108,000.00

Auto adjust by system

Auto adjust  
by system

# CPF Data Link Up

2022 (YA 2023 )

2023 (YA 2024)

Record(s) Pending Submission

Date Created/ Updated	Last Updated by	Name of Agent	Type	Form Types	No. of Records	Actions
25 Jan 2024	CPF Data Link-up (Records Pre-filled)		Original	IR8A	200	<div>DELETE</div> <div>CONTINUE</div>

**DO NOT CLICK CONTINUE!!!**

**IF YOU SUBMITTED USING  
PAYROLL SOFTWARE API  
SUBMISSION /CRIMSON  
LOGIC**

Will caused double Iras submission for employee  
-Api Submission from Payroll Software/Crimson logic  
-CPF link up

# **FEEDBACK**

**to entitle for Grand Draw  
\$50/each for 20 Lucky Winner**

Draw will be in Feb 2025  
Winners will be notified via email

Restricted

**TIMES  
SOFTWARE**



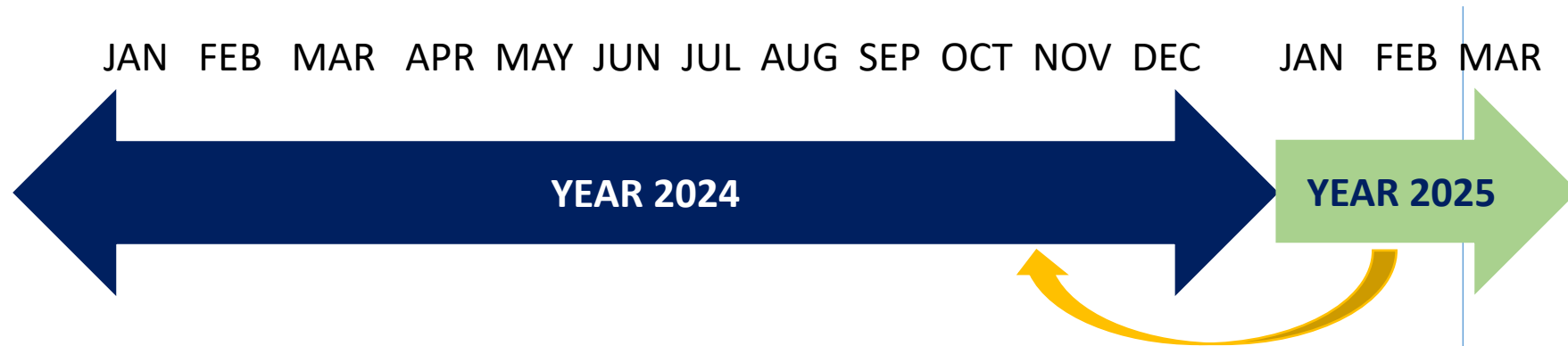
# THANK YOU

IRAS YA 2024 DEADLINE END OF FEB 2024



3. 2023 CONTRACTUAL BONUS PAID FROM MARCH 2024 TO DEC 2024  
BRING IT BACK AS 2023 INCOME  
THIS BONUS WILL APPEAR IN SEPARATE IR8A FORM (SUPPLEMENTARY FORM)

IRAS YA 2025 DEADLINE END OF FEB 2025



4. 2024 CONTRACTUAL BONUS  
PAID IN JAN/FEB 2024 USING CODE (**BONUSP**)  
BRING IT BACK AS **2024 INCOME**