Guidance on RTI Data Items from April 2016

The following table is intended to provide software developers with a brief explanation of the requirements for the fields to aid completion of an RTI submission. Further guidance on operating PAYE in real time is currently available at https://www.gov.uk/business-tax/paye

The guidance should be read in conjunction with the relevant technical specifications for electronic submissions, the ordering of the data items in the table below is not a strict representation of the structure within the xml, GFF or EDIFACT submission.

- The guidance for the Full Payment Submission relates to submissions containing data for the 2016/17 tax year.

- The guidance for the Employer Payment Summary relates to submissions containing data for the 2016/17 tax year.

- The guidance for the Earlier Year Update relates to submissions containing data for the 2015/16 tax year.

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
1	HMRC Office Number	Your HMRC Office Number is the first part of your Employer's PAYE reference and is three digits. You will either find this number on a P6/P9 coding notice, or an Annual/Budget pack letter. For example, if your Employer's PAYE reference is 123/A246, your HMRC Office Number is **123**.	Y	Y	Y	On every FPS, EPS, EAS and EYU submission
2	Employer PAYE Reference	Your Employer's PAYE Reference is on a P6/P9 coding notice, or an Annual/Budget pack letter. The first part of the reference is your three digit HMRC Office Number and the second part of it after the forward slash is your employer reference. For example 123/**A246**	Y	Y	Y	On every FPS, EPS, EAS and EYU submission
3	Employer Accounts Office Reference	Your Employer's Accounts Office Reference is on the P30B letter 'Paying PAYE electronically', or if you use payslips, on the front of your P30BC Employer Payment Booklet. The reference is in the format 123PA00045678	Y	Y	Y	On every FPS, EPS, EAS and EYU submission

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
110	Employer contracted-out number (ECON)	If you operate an occupational contracted-out scheme, enter the employer contracting-out number (ECON) here. You can find this on the contracting out certificate held by the pension scheme. You must show an ECON if any employee has been in a contracted out scheme at any time during the tax year. Not applicable for 2016-17.			Y	On every EYU submission (if applicable)
141	SA UTR	Enter your Self Assessment Unique Tax Reference, if applicable. (For example if you are a sole proprietor or partnership.)	Y			To be sent if applicable
142	COTAX reference	Enter your Corporation Tax reference, if applicable. (For example if you are a limited company.)	Y			To be sent if applicable
18A	Income Tax year to which submission relates	Indicate the tax year to which the submission relates. The tax year runs from 6th April to 5th April.	Y	Y	Y	On every FPS, EPS and EYU submission
Employee identity details – make sure to verify your employee's information from an official source such as birth certificate, passport, driving licence or official documents from HMRC or the DWP						
5	National Insurance Number	An employee is required by law to give you their National Insurance number, so you should ask for it as soon as they start working for you. A National Insurance number consists of two letters, followed by six numbers, followed by one letter, A, B, C or D. You should **not** use a made up number, a default number or one belonging to someone else. If your employee does not have a National Insurance number send a National Insurance number Verification Request (NVR). **You must show an employee's National Insurance number on all RTI submissions where it is known.**	Y		Y	On every employment record (if known)

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
5A	Title	Enter Mr, Mrs, Miss, Ms or other title	Y		Y	On every employment record (if known)
6	Surname or Family name	**You must show an employee's surname or family name on all RTI submissions.** Make sure that the surname or family name is spelt correctly and in the correct field.	Y		Y	On every employment record
7	Forename or given name	Use your employee's first full forename and don't use nicknames or familiar names (for example, don't enter Dave instead of David or Maggie instead of Margaret). Make sure that the forename(s) are spelt correctly, recorded in the correct fields and in the correct order. Do **not** include extra information in this field, such as 'staff' or 'temp'. **You must show an employee's forename or initials on all RTI submissions.**	Y		Y	On every employment record (if known)
8	Initials	If you don't know your employee's full forename(s), enter the initial(s) of the forename(s) in the 'initials' field. HMRC would prefer you not to use initials, so if you do know your employee's full forename(s) please enter this in the appropriate fields. **You must show an employee's forename(s) or initial(s) on all RTI submissions.**	Y		Y	On every employment record if forename not known - at least one forename or initial must be supplied
9	Second forename	Enter your employee's second full forename, if applicable, and don't use nicknames or familiar names (for example, don't put Jim instead of James or Liz instead of Elizabeth).	Y		Y	On every employment record (if applicable/known)
10	Date of Birth	Enter the date of birth of your employee. Do **not** use a fictitious or default date of birth. Make sure the date of birth is shown correctly. **You must show an employee's date of birth on all RTI submissions.** Note: If you have indicated 'Yes' at 147 (Payment to a non individual) date of birth is **not** required.	Y		Y	On every employment record

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
11	Current Gender	Enter 'M' (male) or 'F' (female). **You must show an employee's current gender on all RTI submissions.**	Y		Y	On every employment record
12	Passport Number	Enter your employee's passport number, including UK or non UK passports. You enter the passport number where you have collected it as part of your checks that the employee is entitled to work in the UK. https://www.gov.uk/legal-right-work-uk You do not have to do this for employees engaged before you join RTI.	Y		Y	Should be sent once, if held
13	Address line 1	Enter your employee's current residential address.	Y		Y	On every employment record
14	Address line 2	Enter a second line of the employee's current residential address	Y		Y	On every employment record
15	Address line 3		Y		Y	On every employment record (if applicable)
16	Address line 4		Y		Y	On every employment record (if applicable)
17	UK Postcode	Enter a valid UK postcode. Do not make an entry here if your employee's address is in a foreign country, Channel Islands or Isle of Man.	Y		Y	On every employment record (if applicable)
18	Foreign Country	Make an entry here if your employee's address is outside the UK, Channel Islands and Isle of Man.	Y		Y	On every employment record (if applicable)
74	Partner's surname or family name for ShPP	Enter your employee's partner's surname or family name from the form your employee gives you, to apply for ShPP. You can find guidance on ShPP at https://www.gov.uk/employers-additional-paternity-pay-leave	Y		Y	To be sent once if ShPP claimed
75	Partner's forename for ShPP	Enter your employee's partner's forename or given name from the form your employee gives you, to apply for ShPP. Don't use nicknames or familiar names (for example, don't enter Dave instead of David or Maggie instead of Margaret). You can find guidance on ShPP at https://www.gov.uk/employers-additional-paternity-pay-leave	Y		Y	To be sent once if ShPP claimed
76	Partner's initials for ShPP	If you don't know your employee's partner's full forename(s), enter their initial(s) in the 'initials' field.	Y		Y	To be sent once if ShPP claimed

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
77	Partner's second forename for ShPP	Enter your employee's partner's second full forename from the form your employee gives you, to apply for ShPP, if applicable. Don't use nicknames or familiar names (for example, don't put Jim instead of James or Liz instead of Elizabeth).	Y		Y	To be sent once if ShPP claimed (if applicable/known)
78	Partners NINO entered on the ShPP claim	Enter your employee's partner's National Insurance number from the form your employee gives you, to apply for ShPP.	Y		Y	To be sent once if ShPP claimed (if known)
Starter Details - Data items 24 to 153 in the table below may apply more than once for an individual who has two or more employments under the same PAYE scheme*						
24	Starting Date	Make an entry here at the time of reporting the first payment to your employee. Do not include the starting date if it has already been reported in an earlier submission. There is no longer a separate process to notify HMRC of new starters; new starter details must be included in the first RTI submission reporting the first payment.	Y		Y	To be sent on starter notification only
24A	Starting declaration	If you have entered a 'Starting Date' at 24, you must complete this declaration. This declaration does not apply for new occupational pensioners and employees seconded to work in the UK. When your employee starts you should ask them to confirm whether: A. this is their first job since the start of the tax year (6th April) B. this is currently their only job C. they have another job or pension Enter A, B or C, corresponding with the employee's declaration. You can find further guidance at https://www.gov.uk/new-employee	Y		Y	To be sent on starter notification only
27	Indicator of Student Loan deduction needed	If your employee is repaying a student loan through your payroll indicate 'Yes'. You can find guidance on Student Loan deductions at https://www.gov.uk/new-employee For new employees the plan type for the employer to use in the calculation for student loan deductions should be obtained from the employee.	Y		Y	To be sent on starter notification only (if applicable)

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
**Seconded Employees - Only one of the indicators 28, 29 or 30 should be present if your employee is seconded to work in the UK** A Seconded Employee is someone who has been sent to work in the UK by their overseas employer but still has a contract with their overseas employer. **A seconded employee includes: ❖ individuals working wholly or partly in the UK for a UK resident employer on assignment **whilst remaining employed by an overseas employer** ❖ individuals assigned to work wholly or partly in the UK at a recognised branch of their overseas employer's business ❖ all individuals included by an employer within a dedicated expatriate scheme or an expatriate modified PAYE scheme (EPM6). **Data items 31 and 31A also only apply if your employee is seconded to work in the UK.**
28	Indicator if intention to live in UK for 183 days or more	If your employee has been seconded to work in the UK and intends to live in the UK for 183 Days or more indicate 'Yes'. You can find guidance in HMRC booklet CWG2 Employer Further Guide to PAYE/NICs	Y		Y	To be sent on starter notification only (if applicable)
29	Indicator if intention to live in UK for less than 183 days	If your employee has been seconded to work in the UK and intends to live in the UK for less than 183 days indicate 'Yes'. You can find guidance in HMRC booklet CWG2 Employer Further Guide to PAYE/NICs	Y		Y	To be sent on starter notification only (if applicable)
30	Indicator if individual will be working both in / out of the UK but living abroad	If your employee has been seconded to work in the UK and will be working for you both inside and outside the UK, but will be living abroad indicate 'Yes'. You can find guidance in HMRC booklet CWG2 Employer Further Guide to PAYE/NICs	Y		Y	To be sent on starter notification only (if applicable)
31	Indicator of European Economic Area citizen	If your employee is from a country in the European Economic Area indicate 'Yes'. You can find guidance in HMRC booklet CWG2 Employer Further Guide to PAYE/NICs	Y		Y	To be sent on starter notification only (if applicable)
31A	Indicator that this is an EPM6 (Modified) Scheme	If this submission relates to an EPM6 (Modified) Scheme for tax equalised expatriate employees indicate 'Yes'. http://www.hmrc.gov.uk/manuals/pommanual/paye82002.htm	Y		Y	To be sent on starter notification only (if applicable)

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
33	Indicator that an Occupational pension is being paid because they are a recently bereaved Spouse/civil partner	If entry needed indicate 'Yes'	Y		Y	To be sent on starter notification only (if applicable)
34	Annual amount of occupational pension	Make an entry here for **all new occupational pension and annuity cases**, including pence. For example 1200.60 Enter the full annual amount of the pension, do not pro-rata it from the start date. If the payment is flexibly accessing pension rights (item 168) enter the amount of the first payment made. If you have indicated 'Yes' at 33, there must be a numeric entry here, including pence. Must only be present for Occupational pension cases.	Y		Y	To be sent on starter notification only (if applicable)
36	Indicator that a state pension is being paid because they are a recently bereaved Spouse/civil partner/Dependant Child	You can ignore this data item. This is only used for submissions being made by DWP, it should not be supplied by any other employer.	Y			

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
37	Annual amount of State pension	You can ignore this data item. This is only used for submissions being made by DWP, it should not be supplied by any other employer.	Y			
38	Payroll ID in this employment	If you have a unique identifier (payroll number or works number) for this employee and wish to see this on HMRC output, enter it here exactly as you would like it to appear. The Payroll ID supplied will overwrite any Payroll ID held by HMRC where 39 and 40 are completed. If an employee has more than one employment in the PAYE scheme then each employment should have a unique payroll ID. More than one employment means at any time in the PAYE scheme, so this covers multiple employments or, if an employee leaves and is re-employed then a different payroll ID should be used and you should start their year to date information again as 0.00. You should never re-use a previous payroll ID. A different Payroll ID must be used even if the employee is re-employed in a different tax year.	Y		Y	On every employment record (if applicable)
39	Indicator that Payroll ID for this employment, if present on last submission, has changed this pay period	If entry needed indicate 'Yes'.	Y			Only if payroll ID changed since previous submission
40	Old Payroll ID for this employment	If you have indicated 'Yes' at 39, enter the unique identifier (payroll number or works number) for this employee that you supplied to HMRC on your previous submission(s). This should only be completed if the Payroll ID has changed. In a very few limited circumstances the Old Payroll ID may not be obtainable. In those circumstances only omit this field.	Y			Only if payroll ID changed since previous submission

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
40A	Irregular Employment Payment Pattern Indicator	Indicate 'Yes' if your employee is paid on an irregular basis, for example; • casual or seasonal employees whose employment contract continues • employees on maternity leave, long term sick leave or leave of absence and will not be paid for a period of three months or more – but you still regard them as employees HMRC will check if employees have not been paid for a specific period of time and will treat them as having left that employment. To avoid that happening for employees who do not get paid regularly, we ask that you use the irregular payment pattern indicator on every FPS submitted for that employee.	Y			On every employment record (if applicable)
41	Date employment contract ended or state pension or taxable benefit ended	Enter the date your employee stopped working for you, at the time of reporting the final payment to your employee. There is no longer a separate process to notify HMRC when an employee leaves your employment; this information must be included in the RTI submission reporting the employee's final payment. If the date of leaving is earlier than the previous 6 tax years, or the date of leaving is unknown, show the date of the payment as the date of leaving.	Y		Y	To be sent on leaver notification or for payment after leaving only
41A	Taxable pay to date in this employment including payrolled benefits in kind	Enter your employee's 'Total taxable pay to date' within the tax year, including this payment. **Do not include taxable pay from any previous employment.** Enter the cumulative amount in your employment since last 5th April for the following: • All pay, including wages, salaries, fees, overtime, bonuses and commission • Pension income from registered pension schemes • Employer-financed retirement benefits schemes • All Statutory Payments • Payrolled benefits in kind • Certain benefits – You can find guidance on this in HMRC's booklet CWG2 Employer Further Guide to PAYE/NICs **Minus** any authorised deductions under the 'net pay arrangements' for superannuation contributions, or payroll giving schemes.	Y			On every employment record (YTD)

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
41B	Total tax to date in this employment	Enter the total tax to date in this employment within the tax year, including this payment. **Do not include tax deducted from any previous employment.**	Y			On every employment record (YTD)
41C	Total student loans repayment recovered in year to date in this employment	Enter the total student loans repayment recovered to date in this employment within the tax year, including this payment.	Y			Once an amount sent, it must be supplied for the remainder of the tax year (YTD)
42	Pay frequency	Make one entry from the following: • W1 (Weekly) • W2 (Fortnightly) • W4 (4 Weekly) • M1 (Calendar Monthly) • M3 (Quarterly) • M6 (Bi-annually) • MA (Annually) • IO (One-off*) • IR (Irregular) *A 'one-off' is where someone is employed to do a one-off piece of work, say, for one week or month, and only receives one payment. This differs from the other pay frequencies where an employee remains in your employment although paid on an irregular, quarterly or annual basis.	Y			On every employment record
43	Payment Date	Enter the payment date for your employee. If the payment date falls on a 'non-banking day' show the payment as having been made on the regular payday. See https://www.gov.uk/running-payroll/fps-after-payday	Y			On every employment record

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
154	Late PAYE reporting reason	If you are reporting a payment to an individual after the date it was paid, you may provide a reason why you have not been able to report on time. You will select the relevant category from the choices below. A reason should be supplied, where applicable, to each late reported payment within the FPS A – Notional payment: Payment to Expat by third party or overseas employer B – Notional payment: Employment related security C – Notional payment: Other D – Payment subject to Class 1 NICs but P11D/P9D for tax F – No requirement to maintain a Deductions Working Sheet or Impractical to report work done on the day G – Reasonable excuse H – Correction to earlier submission You should not provide a reason where none of the above apply.	Y			If applicable for this payment
44	Tax Week Number	If your payroll is weekly, fortnightly or 4 weekly, enter the tax week number that applied to the tax calculation for the payment. e.g. for a 4 weekly payroll this data item will equal 4 for all pay days between 6th April and 3rd May You can find further advice in CWG2 Employer Further Guide to PAYE/NICs	Y			One of tax week or tax month number on every employment record
45	Tax Month Number	If your payroll is monthly, enter the month number corresponding with that particular pay day. You can find further advice in CWG2 Employer Further Guide to PAYE/NICs	Y			One of tax week or tax month number on every employment record
48	Number of earnings period(s) covered by payment	Enter '1' if your employee is paid at regular intervals, for example, weekly, monthly, multiples of weeks or months. However, if your employee gets paid in advance or arrears for more than one earnings period, then you should reflect the number of earnings periods covered. For example, if your employee is paid 1 weeks wage and 2 weeks wages paid in advance for holidays the number of EPs covered is 3 and you should enter '3'. You can find guidance on earnings periods in HMRC's booklet CWG2 Employer Further Guide to PAYE/NICs For occupational pensioners enter '1'.	Y			On every employment record

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
49	Aggregated earnings indicator	Indicate 'Yes' if earnings from more than one job have been added together to calculate National Insurance contributions (NICs). You must indicate on each employment where you have aggregated earnings from all jobs to assess NICs, where your employee has: a) more than one job with you; b) two or more jobs with different employers who in respect of those jobs carry on business in association with each other. You can find guidance on aggregated earnings in HMRC's booklet CWG2 Employer Further Guide to PAYE/NICs https://www.gov.uk/government/publications/cwg2-further-guide-to-paye-and-national-insurance-contributions	Y			On every employment record (if applicable)
51	Indicator that the payment is a payment after date of notification of contract ending	Indicate 'Yes' when a payment is being made after you have made a submission with a leaving date and the employee has not been re-employed, for example a payment after leaving. You can find guidance on payments after leaving at https://www.gov.uk/employee-leaving	Y			If you discover that the leaving date has not already been reported, but you have provided a P45, you must report the leaving date with this payment and indicate "yes".
54	Number of normal hours worked	Indicate one of the following 5 bandings that is most appropriate to your employee, based on the number of hours you expect them to normally work in a week: a) Up to 15.99 hrs b) 16-23.99 hrs c) 24 – 29.99 hrs d) 30 hrs or more, or e) Other If your employee is on paid leave, for example annual leave or sick leave, please report the normal hours worked.	Y			On every employment record

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
		If you consider a, b, c or d are not appropriate then indicate e. You should only select 'e) Other' if your employee does not have a regular pattern of employment, or if the payment relates to an occupational pension or annuity. It is important to record the correct number of hours your employee has worked to help ensure they receive the right amount of benefits and tax credits they are entitled to. For more about this follow the link below to 'How to work out usual working hours for your tax credits claim'. https://www.gov.uk/claim-tax-credits/working-hours				
55	Tax code operated on this payment	Enter the tax code operated. There are three valid formats: 1. Numbers followed by a suffix letter (L, M, N, P, T or Y), for example 870L 2. K followed by numbers, for example K73 3. BR, 0T, D0, D1, NT The S prefix to indicate that a Scottish tax code was in use should be reported in the TaxRegime field (data item 55A) Do **not** indicate here if the code is non-cumulative.	Y		Y	On every employment record
55A	Tax Regime indicator	Indicate "S" if Scottish Rate of Income Tax (SRIT) operated. For printed or onscreen documents such as P45, P60, payslips etc. the "S" should be added to the beginning of the tax code e.g. S1060L or SK500	Y			On every employment record (if applicable)
56	Tax Code Basis is non-cumulative	Indicate 'Yes' if the code is operated on a week 1/month 1 basis. This is where you are calculating tax in a non-cumulative basis for one of the following reasons: • We have told you to do this on a coding notice • You have a new employee and the instructions tell you to use the tax code on a week 1/month 1 basis	Y		Y	On every employment record (if applicable)

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
58	Taxable pay in this pay period including payrolled benefits in kind	Enter your employee's 'taxable pay in this pay period' in this employment including • All pay, including wages, salaries, fees, overtime, bonuses and commission • Pension income from registered pension schemes • Employer-financed retirement benefits schemes • All Statutory Payments • Payrolled benefits in kind • Certain benefits – You can find guidance on this in HMRC's booklet CWG2 Employer Further Guide to PAYE/NICs **Minus** any authorised deductions under the 'net pay arrangements' for superannuation contributions, or payroll giving schemes.	Y			On every employment record
58A	Value of payments not subject to tax or NICs in pay period	Enter value of other payments made to your employee that are not salary or wages and subject to neither tax nor National Insurance contributions. For example, a season ticket loan advance and certain travel and subsistence costs. For flexibly accessed pensions, where the software requires the amount of the payment being made to match the amount reported – for example when using Bacs hash data item 118 – then the tax free element of the payment should be reported under data item 58A.	Y			If applicable for this payment
58B	Value of deductions from net pay in pay period	Enter value of deductions made from your employee's net pay after deductions for tax, National Insurance and Student Loans. For example, pension contributions that are **not** paid under a net pay arrangement, trade union subscriptions, subscriptions for health cover and attachment of earnings orders.	Y			If applicable for this payment
59	Pay after statutory deductions	Enter your employee's net pay after statutory deductions for tax, National Insurance and Student Loans only. Do **not** include payments entered at; • **58A** 'Value of payments not subject to tax or NICs in pay period', and • **58B** 'Value of deductions from net pay in pay period'	Y			If applicable for this payment

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
60	Value of benefits taxed via the payroll in pay period	Enter the value of benefits in kind on which PAYE has been operated, via the payroll in this pay period. Benefits can only be taxed in this way with the prior agreement of HMRC. (Completion of this box does **not** negate the need for completion of a form P11D at the end of the tax year.)	Y			If applicable for this payment
61	Value of employee pension contributions paid under "net pay arrangements" in pay period	Enter the amount of pension contributions your employee paid under 'net pay arrangements' in this pay period. You can find guidance on 'net pay arrangements' at https://www.gov.uk/government/publications/cwg2-further-guide-to-paye-and-national-insurance-contributions	Y			If applicable for this payment
62	Items subject to Class 1 NIC but not taxed under PAYE regulations excluding pension contributions in pay period	Enter the value of items which have been included in gross earnings when assessing Class 1 NICs but not taxed under PAYE, as defined in HMRC's booklet CWG2 Employer Further Guide to PAYE/NICs For example, charitable deductions (payroll giving), non-cash vouchers, payments of employee's personal liabilities to third party such as home utility bills paid by employer.	Y			If applicable for this payment
65	Value of employee pension contributions that are not paid under a net pay arrangement	Enter the deductions made for pension contributions that are **not** made under 'net pay arrangements' in this pay period.	Y			If applicable for this payment
67	Value of Student Loan repayment in this pay period	Enter the student loan deductions in this pay period. You can find guidance on calculating student loans deductions at https://www.gov.uk/new-employee/student-loans	Y			If applicable for this payment

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
68	Value of tax deducted or refunded from this payment	Enter the numeric value of tax deducted or refunded from this payment.	Y			On every employment record
70	Value of Statutory Maternity pay (SMP) year to date	Enter the total SMP paid in the tax year to date in this employment.	Y			Once an amount sent, it must be supplied for the remainder of the tax year (YTD)
71	Value of Statutory Paternity pay (SPP) year to date	Enter the total SPP paid in the tax year to date in this employment.	Y			Once an amount sent, it must be supplied for the remainder of the tax year (YTD)
72	Value of Statutory Adoption pay (SAP) year to date	Enter the total SAP paid in the tax year to date in this employment.	Y			Once an amount sent, it must be supplied for the remainder of the tax year (YTD)
73	Value of Shared Parental pay (ShPP) year to date	Enter the total ShPP paid in the tax year to date in this employment.	Y			Once an amount sent, it must be supplied for the remainder of the tax year (YTD)

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
		Data items 79 to 144 (excluding 84A and 84B) in the list below may apply more than once for an individual who has more than one National Insurance category letter during the tax year. Do not include anything for any of these data items if the employee is • **Under age 16, or** • **Not subject to UK NICs legislation, or** • **If the payment is something which is NOT earnings for NICs purposes or is officially disregarded, for example, pension payments which are not subject to NICs or** • **Is earning less than the LEL; and is earning taxable income, where the information is already being reported through the tax data items.** **You must complete data items 79 to 144 (excluding 84A and 84B) for all employees who do not fall into the categories listed above.** **If you are reporting more than one NI category letter for an employment, each line of contributions should only contain details relating to the relevant category letter.**				
79	National Insurance category letter in pay period	Enter the National Insurance category letter(s) used in this pay period. You can find guidance on NICs category letters at https://www.gov.uk/national-insurance-rates-letters/category-letters	Y			If applicable for this payment - if multiple NI categories have been used during the year, each category must be shown for the remainder of the year
79A	Gross earnings for NICs year to date	Subject to the bullet points above enter employee's total gross earnings subject to NICs to date within the tax year, include pay below the lower earnings limit (LEL) and above the upper earnings limit (UEL). For example, an employee earning £250 every week would show £250.00 in week 1 and £2500.00 in week 10. While an employee earning £5,000.00 per week would show £5,000.00 (week 1) and £50,000.00 (week 10).	Y			Once an amount sent, it should be supplied for the remainder of the tax year (YTD) - if multiple NI categories have been used during the year, each category must be shown for the remainder of the year.
79B	Gross earnings for NICs in this period	Subject to the bullet points above enter employee's total gross earnings subject to NICs in this pay period, include pay below the lower earnings limit (LEL) and above the upper earnings limit (UEL). For example, an employee earning £250 every week would show £250.00. While an employee earning £5,000.00 per week would show £5,000.	Y			If applicable for this payment - if multiple NI categories have been used during the year, each category must be shown for the remainder of the year
82	Value of earnings at the lower earnings limit year to date	Enter your employee's total earnings included in gross pay for NICs at the lower earnings limit (LEL) to date. This will always be a multiple of the LEL. **Do not include earnings that did not reach the LEL in any earnings period.**	Y			Once an amount sent, it should be supplied for the remainder of the tax year (YTD) - if multiple NI categories have been used during the year, each category must be shown for the remainder of the year

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
82A	Value of earnings above the lower earnings limit up to and including the primary threshold year to date.	Enter your employee's total earnings included in gross pay for NICs above the LEL, up to and including the primary threshold (PT) to date. If NICs Tables are used, the amount entered will be in whole pounds only – there should be no pence. If the exact percentage method is used, the amount entered will be in pounds and pence, unless earnings reach or exceed the PT in which case the entry will be in whole pounds only.	Y			Once an amount sent, it should be supplied for the remainder of the tax year (YTD) - if multiple NI categories have been used during the year, each category must be shown for the remainder of the year (including 0.00 values)
169	Value of earnings above the primary threshold up to and including the upper earnings limit year to date	Enter your employee's total earnings included in gross pay for NICs above the PT, up to and including the upper earnings limit (UEL) to date. If NICs Tables are used, the amount entered will be in whole pounds only – there should be no pence. If the exact percentage method is used, the amount entered will be in pounds and pence, unless earnings reach or exceed the UEL in which case the entry will be in whole pounds only.	Y			Once an amount sent, it should be supplied for the remainder of the tax year (YTD) - if multiple NI categories have been used during the year, each category must be shown for the remainder of the year (including 0.00 values)
84A	Director's NIC and method of calculation	If a payment of earnings is made to a company director you must enter either 'AN' or 'AL' to indicate which method of calculation has been used to calculate NICs: • enter 'AN' if you have applied an annual or pro-rata annual earnings period when calculating NICs • enter 'AL' if you have used the alternative method See booklet CA44 for detailed information about paying National Insurance contributions (NICs) for company directors https://www.gov.uk/government/publications/ca44-national-insurance-for-company-directors **Do not make an entry if a payment of earnings is made to someone other than a company director**.	Y			If applicable for this payment

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
84B	Tax Week No. of appointment of director	If the payment of earnings is made to a company director who was appointed after week 1 of the current tax year, enter the tax week number the director was appointed.	Y			To be sent once during the tax year the directorship began (if applicable)
86A	Total of employer NI contributions in this period	Enter the total of employer's NICs payable in this pay period.	Y			If applicable for this payment - if multiple NI categories have been used during the year, each category must be shown for the remainder of the year (including 0.00 values)
86Aa	Total of employer NI contributions year to date	Enter the total of employer's NICs payable year to date.	Y			Once an amount sent, it should be supplied for the remainder of the tax year (YTD) - if multiple NI categories have been used during the year, each category must be shown for the remainder of the year (including 0.00 values)
86B	Employees contributions due on all earnings in this pay period	Enter the total employee's NICs payable in this pay period.	Y			If applicable for this payment - if multiple NI categories have been used during the year, each category must be shown for the remainder of the year (including 0.00 values)
86Ba	Employees contributions due on all earnings year to date	Enter the total employee's NICs payable year to date.	Y			Once an amount sent, it should be supplied for the remainder of the tax year (YTD) - if multiple NI categories have been used during the year, each category must be shown for the remainder of the year (including 0.00 values)

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
\multicolumn{7}{}	**You can only use an EYU for the tax years where you operated PAYE in real time using FPSs and EPSs.** **If you are correcting an error in a previous tax year when you used FPSs and EPSs, your EYU should only record the difference between what you had originally submitted and what the figure should be.** **For example, if you recorded £100 too little pay on an employee's payroll record, the EYU should show '+£100'. You can only amend year to date data on an EYU.** **If you need to submit more than one EYU, each submission must only show the amount of the amendment from the last figures submitted.** **For example, if you submit a year to date figure of £10,000 for pay on your last FPS for the year, then realise that the figure should have been £12,000, you will submit an EYU to show '+£2,000'. If you then realise that the actual figure should have been £11,500, you must then submit a second EYU which will show '-£500'.**
128	National Insurance Category Letter	Enter the category letter with the correct year to date National Insurance data for that category letter			Y	If applicable for this payment
129	Gross earnings for NICs	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. You will have to do this for each category letter you are correcting and any new category letters you are adding. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
130	Value of earnings at Lower Earnings Limit (LEL)	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. You will have to do this for each category letter you are correcting and any new category letters you are adding. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
131	Value of earnings above LEL	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. You will have to do this for each category letter you are correcting and any new category letters you are adding. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
132	Value of earnings from Primary Threshold to upper accrual point	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. You will have to do this for each category letter you are correcting and any new category letters you are adding. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
133	Value of earnings from Upper Accrual Point to Upper Earnings Limit	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. You will have to do this for each category letter you are correcting and any new category letters you are adding. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
134	Total of employer NI Contributions	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. You will have to do this for each category letter you are correcting and any new category letters you are adding. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
135	Employees contributions due on earnings	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. You will have to do this for each category letter you are correcting and any new category letters you are adding. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment

143	NIC refund	If there is **a negative amount of Employee NICs** on the EYU:
		
		1. Enter 'Yes'
		  a. if there is an overpayment of Employee NICs that has been refunded to the employee, **or**
		  b. to confirm that the EYU is to amend a previous submission but no refund of Employee NICs is due.
		
		2. Enter 'No' if there is an overpayment of Employee NICs that has not been refunded to the employee.
					Y	If applicable for this payment

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
144	Scheme contracted out number (SCON)	Enter the employee's scheme contracting-out number (SCON) here if you operate an occupational contracted-out scheme (Contracted-out Salary Related (COSR) or Defined Benefit (DB) scheme. Not applicable for 2016-17.			Y	On every employment record (Where the NI letter is D, E, I, K, L, N, O or V)
118	BACS hash code	Employers paying their staff via Bacs using their own Service User Number (SUN) either directly using Bacs Approved Solution Software or indirectly via a Bacs Approved Bureau are required to include a cross reference (hash) in both the RTI submission and the standard 18 payment instruction. Employers who use Extended Transmission Service (ETS) or SwiftNet Transmission Service (STS), to submit Standard 18 payment instructions should also include a hash in the Standard 18.	Y			On every employment record (if applicable)
120	Taxable pay	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. For example, if you submit a year to date figure of £10,000 for pay on your last FPS for the year, then realise that the figure should have been £12,000, you will submit an EYU to show '+£2,000'. If you then realise that the actual figure should have been £11,500, you must then submit a second EYU which will show '-£500'.			Y	If applicable for this payment
165	Value of benefits taxed via payroll	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
160	Value of employee pension contributions paid under 'net pay arrangements	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
161	Value of employee pension contributions that are not paid under 'net pay arrangements'	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
121	Tax	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
122	Student loan repayments	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
124	Value of Statutory Maternity Pay (SMP)	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
125	Value of Ordinary Statutory Paternity Pay (OSPP)	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
126	Value of Statutory Adoption Pay (SAP)	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
127	Value of Shared Parental pay (ShPP)	Enter the difference between the last reported figure and what the figure should be, if you have previously amended this figure it is the difference between the amended total and what the figures should be. For an example, see 'Taxable pay' at 120.			Y	If applicable for this payment
145	Occpen indicator	Indicate 'Yes' for the first and every payment of pension or income provided from registered pension schemes (including annuities, income from drawdown arrangements, trivial commutation payments, flexibly accessed pensions or an uncrystallised funds pension lump sum) to an individual.	Y			On every employment record (if applicable)
146	Trivial commutation payment type	Type of lump sum paid in place of small pension (**other than** lump sum death benefits and on serious ill-health). Indicate one of the following; A) Trivial commutation lump sum (TCLS) B) Other lump sum (personal/non-occupational pension scheme) C) Other lump sum (occupational/public service pension scheme) If 146 is completed you must also complete 148	Y		Y	If applicable for this payment
147	Payment to a non individual	Indicate 'Yes' where payments are made to a body, such as personal representative, trustee or corporate organisation. https://www.gov.uk/paying-a-company-pension-or-annuity-through-your-payroll#9	Y		Y	If applicable for this payment
148	Trivial commutation payment	Enter the total amount of lump sum paid. You must also enter the taxable element of this amount in the 'taxable pay to date' and the 'taxable pay in this period' fields, and any non-taxable amount in the 'non tax or NIC payment' field.	Y		Y	If applicable for this payment
149	Value of benefits taxed via payroll year to date	Enter the value of benefits in kind on which PAYE has been operated, via the payroll, to date in this employment within the tax year.	Y			Once an amount sent, it must be supplied for the remainder of the tax year (YTD)
150	Value of employee pension contributions paid under "net pay arrangements" year to date	Enter the amount of pension contributions your employee paid under 'net pay arrangements' to date in this employment within the tax year.	Y			Once an amount sent, it must be supplied for the remainder of the tax year (YTD)

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
151	Value of employee pension contributions that are not paid under a net pay arrangement year to date	Enter the deductions made for pension contributions that are **not** made under 'net pay arrangements' to date in this employment within the tax year.	Y			Once an amount sent, it must be supplied for the remainder of the tax year (YTD)
152	On strike	Indicate 'Yes' if your employee's pay in this pay period has been reduced due to being on strike.	Y			If applicable for this payment
153	Unpaid absence	Do not complete this field at present	Y			Do not complete this field at present
168	Flexibly accessing pension rights	Indicate 'Yes' if any part of the payment is the employee flexibly accessing their pension. This includes payment of a flexi-access drawdown pension or an uncrystallised funds pension lump sum. If 168 is completed you must also complete either one or both of 173 and 174	Y		Y	If applicable for this payment
171	Pension Death Benefit	Indicate 'Yes' if any part of the payment is a lump sum death benefit, or a death benefit paid as drawdown, an annuity or pension. If 171 is completed you must also complete either one or both of 173 and 174	Y			If applicable for this payment
173	Flexible drawdown taxable payment	Enter the taxable element of any payment under 168 and 171. You must also include this amount in the 'taxable pay to date' and the 'taxable pay in this period' fields.	Y			If applicable for this payment
174	Flexible drawdown non-taxable payment	Enter the non-taxable element of any payment under 168 and 171. You must also include this amount in the 'non tax or NIC payment' field 58A.	Y			If applicable for this payment

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
Employer Payment Summary (EPS) - If no payments to employees are made within a pay period, or you want to recover statutory payments, CIS deductions suffered send an EPS.						
87Ba	No payment due as no employees paid in this pay period	If no payments are made within a tax month, so there is no FPS return to make, then you should submit an EPS with this field checked to indicate no return or payment is due for this tax month. Please submit this within 14 days of the end of the tax month, i.e. if you paid no one between 6th April and 5th May, please send this EPS by 19th May. If 87Ba is completed you must also complete 137 & 137a		Y		To be sent if applicable for tax month
166	Employment Allowance Indicator	If you are eligible to claim the annual NICs Employment Allowance to be offset against your employer Class 1 Secondary NICs you should indicate 'yes'. The claim will be retained until such time as you cease to qualify, at which point you should select 'no'.		Y		Submit Y once when Allowance is claimed. Submit N once to cease claim.
167	Tax Month	Can be used to indicate which tax month the EPS credit should be allocated against. If included, the EPS must be submitted between the dates defined in the relevant technical specifications for electronic submissions. If this optional field is not supplied, credits will be allocated based on the submission date.		Y		To be sent if applicable
92	Value of SMP recovered year to date	Enter the total amount of SMP you recovered year to date. https://www.gov.uk/browse/employing-people/time-off		Y		Once an amount sent, it must be supplied for the remainder of the tax year (YTD) on any further EPS submitted with the recoverable amounts included.
93	Value of SPP recovered year to date	Enter the total amount of SPP you recovered year to date. https://www.gov.uk/browse/employing-people/time-off		Y		Once an amount sent, it must be supplied for the remainder of the tax year (YTD) on any further EPS submitted with the recoverable amounts included.

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
94	Value of SAP recovered year to date	Enter the total amount of SAP you recovered year to date. https://www.gov.uk/browse/employing-people/time-off		Y		Once an amount sent, it must be supplied for the remainder of the tax year (YTD) on any further EPS submitted with the recoverable amounts included.
95	Value of ShPP recovered year to date	Enter the total amount of ShPP you recovered year to date. https://www.gov.uk/browse/employing-people/time-off		Y		Once an amount sent, it must be supplied for the remainder of the tax year (YTD) on any further EPS submitted with the recoverable amounts included.
97	Value of NIC compensation on SMP year to date	Enter any compensation you are entitled to claim in addition to the SMP you recovered year to date. https://www.gov.uk/browse/employing-people/time-off		Y		Once an amount sent, it must be supplied for the remainder of the tax year (YTD) on any further EPS submitted with the recoverable amounts included.
98	Value of NIC compensation on SPP year to date	Enter any compensation you are entitled to claim in addition to the SPP you recovered year to date. https://www.gov.uk/browse/employing-people/time-off		Y		Once an amount sent, it must be supplied for the remainder of the tax year (YTD) on any further EPS submitted with the recoverable amounts included.
99	Value of NIC compensation on SAP year to date	Enter any compensation you are entitled to claim in addition to the SAP you recovered year to date. https://www.gov.uk/browse/employing-people/time-off		Y		Once an amount sent, it must be supplied for the remainder of the tax year (YTD) on any further EPS submitted with the recoverable amounts included.
100	Value of NIC compensation on ShPP year to date	Enter any compensation you are entitled to claim in addition to the ShPP you recovered year to date. https://www.gov.uk/browse/employing-people/time-off		Y		Once an amount sent, it must be supplied for the remainder of the tax year (YTD) on any further EPS submitted with the recoverable amounts included.
102	Value of CIS deductions suffered year to date	You will only need to make an entry if you are a limited company that has had CIS deductions made from payments you received for work in the construction industry. Enter the total amount of CIS deductions you suffered in the year to date.		Y		Once an amount sent, it must be supplied for the remainder of the tax year (YTD) on any further EPS submitted with the recoverable amounts included.

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
156	Name of account holder	Enter the full name of the relevant account to which any repayment is to be sent.		Y		Enter when a refund is first identified, you do not need to provide again unless there is a change of details provided.
157	Account number	Enter the 8 digit account number of the relevant account to which any repayment is to be sent		Y		Enter when a refund is first identified, you do not need to provide again unless there is a change of details provided.
158	Branch sort code	Enter the 6 digit sort code of the relevant account to which any repayment is to be sent		Y		Enter when a refund is first identified, you do not need to provide again unless there is a change of details provided.
159	Building society reference	Enter the appropriate Building Society reference if this is applicable		Y		Enter when a refund is first identified, you do not need to provide again unless there is a change of details provided.
108	Indicator this is the final submission because scheme ceased	Indicate 'Yes' if you have ceased as an employer and are paying your employees for the last time. You also need to enter the leaving date at data item 41 'Date employment contract ended' for all employees.	Y	Y		Only if last submission for year because of cessation
119	Date scheme ceased	Enter the date if you have ceased as an employer and are paying your employees for the last time and this is your final submission. You also need to indicate 'Yes' at 108. The date must be in the tax year to which the final submission relates	Y	Y		To be sent if applicable
109	Indicator that this is the final submission for year	Indicate 'Yes' if this is your last submission for the year for the entire PAYE scheme, to indicate that this is the final submission for the tax year.	Y	Y		Only if final submission for year

Data item	Description	Comments	FPS	EPS	EYU 15-16	Inclusion on a submission-by-submission basis
136	Period of inactivity from	If, for a **future** period of one or more complete tax months, you will have no paid employees or directors, so there will be no FPS return to make, you can submit an EPS now to let HMRC know you won't be sending any FPSs for these months. Enter the start date of the first tax month of your 'period of inactivity'. This date must be the start of the next tax month that is the 6th of the next calendar month not including today. You can only use this field to report future periods of inactivity. The date must be later than the date of the EPS submission. Please see 137 if you wish to report previous tax months with no payments.		Y		To be sent if applicable
136a	Period of inactivity to	If you have entered a date at 136 you must enter the end date of the last tax month of your 'period of inactivity'. This date must be the end of a tax month that is the 5th of the relevant calendar month. The date must be later than the date shown at 136.		Y		To be sent if applicable
137	No payment dates from	If you have made no payments to employees or directors for a period of one or more complete tax months and there was no FPS made. Enter the start date of the first tax month in which no payments were made. This date must be the 6th of the relevant calendar month and must be within the tax year being reported. The date must be on or before the date of the EPS submission. If this is completed you must also complete 87Ba.		Y		To be sent if applicable
137a	No payment dates to	If you have entered a date in 137 you must enter the end date of the **last** tax month in which no payments were made. The date must be no later than the end of the current tax month - the 5th. The date must be later than the date shown at 137.		Y		To be sent if applicable

Note: All data items which refer to "this period" that is data items: 58, 58A, 58B, 59, 60, 61, 62, 65, 67, 68, 79B, 86A & 86B are this period values for employees who have received all their pay for the period in a single process. Where there have been multiple processing runs in the period, for example a supplementary pay run to cover overtime that was omitted originally, then the data items defined as this period should contain the "run" values not the period to date values. For example, if in the normal pay run the taxable pay was £100 and in the supplementary run the taxable pay was £20 then field 58 will contain £100 for the first FPS for the period and £20 for the second FPS for the period. Assuming this is the first pay period, the "year to date" pay figure (field 41A) will be £100 for the first FPS and then £120 for the second.

Changes history

Version	Date	
1.0		EAS column removed to simplify guidance.
		Data item 110 (ECON) - Removed from FPS.
		Data item 144 (SCON) - Removed from FPS.
		Questions and Declarations section removed from EPS & FPS:
		Data item 55 – Tax code – extra wording added for Tax Regime suffix.
		Questions and Declarations Data Items 111,112,113,114,115 and117 – Removed from EPS & FPS.
		Data item 55A – Changed from "ScottishVariable Rate Indicator" to "Tax regime indicator".
		Data item 83 PTtoUAPYTD – Removed from FPS
		Data item 84 UAPtoUELYTD – Removed from FPS
		New data item 169 PTtoUELYTD - Added to FPS
		Data item 143 – Comments amended
		Data item 138 – Number of parts – removed as specific to EAS.
		Data item 139 – Unique part identifier – removed as specific to EAS.
		Data items 95,100,78,74,75,76,77,73 and 127 – All references to ASPP/ShPP replaced with ShPP
		Data item 140 – ExPat indicator – removed as specific to EAS.
		Data Item 38 – Payroll ID in this employment – Process changed around when a new Payroll ID should be used and guidance changed to reflect this.
		Data item 154 - Late PAYE reporting reason – Reason "E" removed.
		Data item 58A - Value of payments not subject to tax or NICs in pay period – extra guidance added.
1.1	04/09/2015	New Data item 171 - Pension Death Benefit - added
		New Data item 173 - Flexible drawdown taxable payment- added
		New Data item 174 - Flexible drawdown non-taxable payment- added
		Data item 166 - Employment Allowance Indicator – amended wording to remove value £3,000.
		Data item 41 - Date employment contract ended or state pension or taxable benefit ended – extra guidance added.
1.2	02/11/2015	Data item 168 - Flexibly accessing pension rights. Y added to EYU column.