

EANCOM[®] 2002 S4

PAYDUC

Payroll deductions advice message

Edition 2016

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1. Introduction

Status

MESSAGE TYPE : PAYDUC
REFERENCE DIRECTORY : D.01B
EANCOM® SUBSET VERSION : 003

Definition

The Payroll Deductions Advice is sent by a party (usually an employer or its representative) to a service providing organisation (social security agency, pension fund, etc.), to detail payments by payroll deductions, on behalf of employees, made to the service providing organisation.

This message may be applied for both national and international payment advises where payment is through payroll deductions.

Principles

- a Payroll Deductions Advice gives detailed information about a payment.
- the payment is on behalf of one or more employees.
- the payment may be for multiple services.
- the payment may refer to multiple dates.
- commission amounts may be deducted from gross payments.
- a Payroll Deductions Advice is based on agreements between the parties.

The message allows for the transmission in the details section of either complete information of individual employee payments, or only the information regarding changes from nominated regular payments.

2. Message Structure Chart

Payroll Deductions Advice Heading Section

UNH	1	M	1	- Message header
BGM	2	M	1	- Beginning of message
PAI	3	M	1	- Payment instructions
FII	4	M	2	- Financial institution information
DTM	5	M	4	- Date/time/period
FTX	6	C	5	- Free text
SG1		C	99	- RFF-DTM
RFF	7	M	1	- Reference
DTM	8	C	1	- Date/time/period
SG2		C	6	- NAD-SG3
NAD	9	M	1	- Name and address
SG3		C	5	- CTA-COM
CTA	10	M	1	- Contact information
COM	11	C	1	- Communication contact

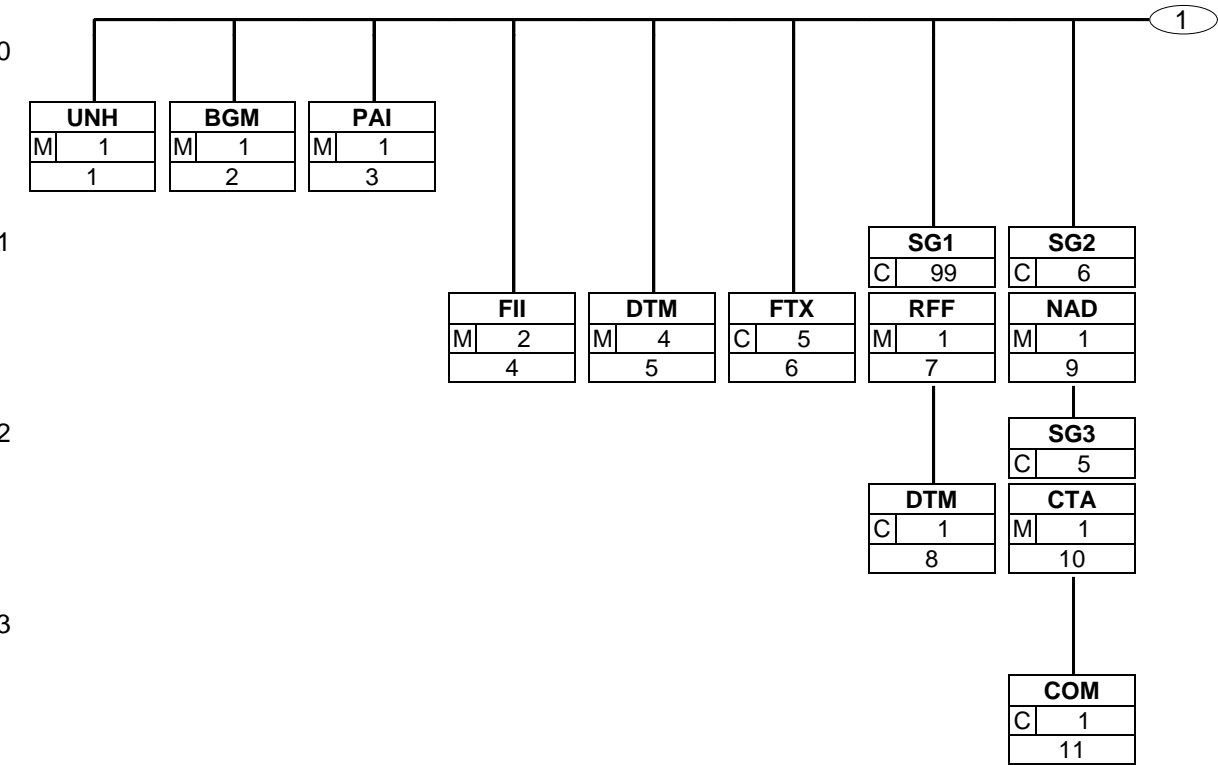
Payroll Deductions Advice Detail Section

SG4		M	9	- GIS-RFF-MOA-BUS-SG5	
GIS	X	12	M	1	- General indicator
RFF		13	M	1	- Reference
MOA		14	M	9	- Monetary amount
BUS		15	C	1	- Business function
SG5		M	99	- DTM-SG6	
DTM		16	M	1	- Date/time/period
SG6	+	C	1	- UGH-SG7-UGT	
UGH	+	17	M	1	- Anti-collision segment group header
SG7		C	999999	- NAD-RFF-MOA-AJT-FTX	
NAD		18	M	1	- Name and address
RFF		19	C	9	- Reference
MOA		20	M	9	- Monetary amount
AJT		21	C	9	- Adjustment details
FTX		22	C	3	- Free text
UGT	+	23	M	1	- Anti-collision segment group trailer

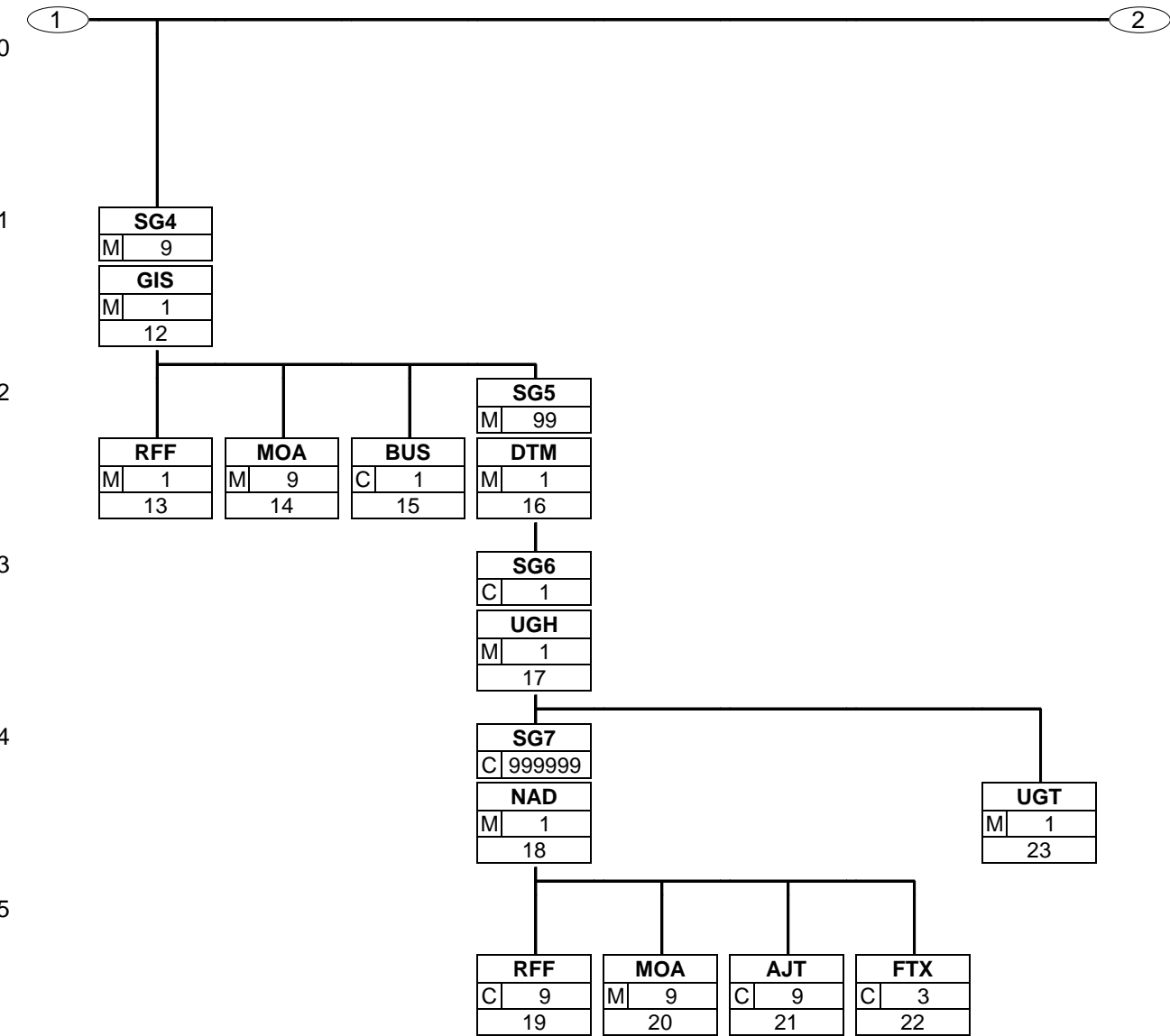
Payroll Deduction Advice Summary Section

UNS	24	M	1	- Section control
MOA	25	M	1	- Monetary amount
UNT	26	M	1	- Message trailer

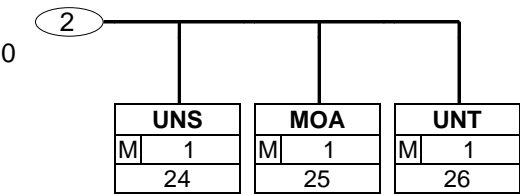
3. Branching Diagram



3. Branching Diagram



3. Branching Diagram



4. Segments Description

Payroll Deductions Advice Heading Section

UNH - M 1	- Message header This segment is used to head, identify and specify a message.
BGM - M 1	- Beginning of message This segment is used to indicate the type and function of a message and to transmit the identifying number.
PAI - M 1	- Payment instructions This segment is used to specify the method of payment and the payment channel used for the payroll deduction.
FII - M 2	- Financial institution information This segment is used to identify the receiving financial institution of the payroll deductions.
DTM - M 4	- Date/time/period This segment is used to specify the date, and if required the time, that the payment associated with this Payroll Deductions Advice message has been sent.
FTX - C 5	- Free text This segment is used to provide additional coded or free text instructions such as statistic information and the type of problems, of the employee, that are covered by insurance policy.
SG1 - C 99	- RFF-DTM A group of segments specifying references and issue dates of payment instruments associated with this message. Examples are check payments or bank transfers.
RFF - M 1	- Reference This segment is used to identify the reference number of the payment instruction and/or a previous document.
DTM - C 1	- Date/time/period This segment is used to specify dates relating to the references given in the preceding RFF segment.
SG2 - C 6	- NAD-SG3 A group of segments identifying names and addresses relevant to the Payroll Deductions Advice.
NAD - M 1	- Name and address This segment is used to identify the sender of the Payroll Deductions Advice message and the receiving party.
SG3 - C 5	- CTA-COM A group of segments identifying contact persons or department and their communication number.
CTA - M 1	- Contact information This segment is used to provide contact details relevant for the party identified in the previous NAD segment.
COM - C 1	- Communication contact This segment is used to provide communications details relevant to the contact identified in the CTA segment.

Payroll Deductions Advice Detail Section

SG4 - M 9	- GIS-RFF-MOA-BUS-SG5 A group of segments identifying individual service groups, and the monetary amounts for each service group included in the total payment. If necessary, the amounts for each individual service group may be calculated in an agreed currency.
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4. Segments Description

GIS - M 1	- General indicator This segment is used to indicate that the information contained in the following segments is passed on to and processed by the central and regulatory party identified in the NAD segment. Additionally, it is used to indicate that all individual employee payment's details, or only changes from a nominated standard payment, are provided.
RFF - M 1	- Reference This segment is used to identify the type of entity receiving the information provided in the payroll deduction advice message.
MOA - M 9	- Monetary amount This segment is used to give the monetary amounts for standard payments for a service group and the (net) total payment amount for a service group included in the total payment before taxes, interests and discounts.
BUS - C 1	- Business function This segment is used to indicate the reason for the payroll deduction.
SG5 - M 99	- DTM-SG6 A group of segments specifying dates when payments were deducted from the payroll.
DTM - M 1	- Date/time/period This segment is used to specify the date on which a payroll deduction was made, and/or the work period related to the payment.
SG6 - C 1	- UGH-SG7-UGT A segment group to avoid segment collision.
UGH - M 1	- Anti-collision segment group header A segment to head, identify and specify an anti-collision segment group.
SG7 - C 999999	- NAD-RFF-MOA-AJT-FTX A group of segments providing the details of individual pay deductions made on behalf of each employee (service group member) for payment to a service group. Either complete details, or only changes from a standard amount may be specified. For changes, either the actual amount remitted for an employee or the variation from the previous standard may be provided. Variations may be of a temporary or permanent type.
NAD - M 1	- Name and address This segment is used to identify the employees for whom payments are made by payroll deduction.
RFF - C 9	- Reference This segment is used to provide the reference identification of the employee as used by the employer and the service group.
MOA - M 9	- Monetary amount This segment is used to specify each deducted amount made for each employee.
AJT - C 9	- Adjustment details This segment is used to indicate the reason for an adjustment to the standard payment amount.
FTX - C 3	- Free text This segment is used to provide additional coded or free text instructions such as the type of risk, of the employee, that are covered by insurance policy.
UGT - M 1	- Anti-collision segment group trailer A segment to end and check the completeness of an anti-collision segment group.

Payroll Deduction Advice Summary Section

4. Segments Description

UNS - M 1	- Section control This segment is used to identify the break between the message detail and message trailer sections.
MOA - M 1	- Monetary amount This segment is used to indicate the total amount to be paid in of the payroll deduction.
UNT - M 1	- Message trailer This segment is a mandatory UN/EDIFACT segment. It must always be the last segment in the message.

5. Segments Layout

This section describes each segment used in the EANCOM® Payroll deductions advice message. The original EDIFACT segment layout is listed. The appropriate comments relevant to the EANCOM® subset are indicated.

Notes:

1. The segments are presented in the sequence in which they appear in the message. The segment or segment group tag is followed by the (M)andatory / (C)onditional indicator, the maximum number of occurrences and the segment description.

2. Reading from left to right, in column one, the data element tags and descriptions are shown, followed by in the second column the EDIFACT status (M or C), the field format, and the picture of the data elements. These first pieces of information constitute the original EDIFACT segment layout.

Following the EDIFACT information, EANCOM® specific information is provided in the third, fourth, and fifth columns. In the third column a status indicator for the use of (C)onditional EDIFACT data elements (see 2.1 through 2.3 below), in the fourth column the restricted indicator (see point 3 on the following page), and in the fifth column notes and code values used for specific data elements in the message.

2.1 (M)andatory data elements in EDIFACT segments retain their status in EANCOM®.

2.2 Additionally, there are five types of status for data elements with a (C)onditional EDIFACT status, whether for simple, component or composite data elements. These are listed below and can be identified when relevant by the following abbreviations:

- REQUIRED	R	Indicates that the entity is required and must be sent.
- ADVISED	A	Indicates that the entity is advised or recommended.
- DEPENDENT	D	Indicates that the entity must be sent in certain conditions, as defined by the relevant explanatory note.
- OPTIONAL	O	Indicates that the entity is optional and may be sent at the discretion of the user.
- NOT USED	N	Indicates that the entity is not used and should be omitted.

2.3 If a composite is flagged as **N, NOT USED**, all data elements within that composite will have blank status indicators assigned to them.

3. Status indicators detailed in the fourth column which directly relate to the code values detailed in the fifth **column** may have two values:

- RESTRICTED	*	A data element marked with an asterisk (*) in the fourth column indicates that the listed codes in column five are the only codes available for use with this data element, in this segment, in this message.
- OPEN		All data elements where coded representation of data is possible and a restricted set of code values is not indicated are open (no asterisk in fourth column). The available codes are listed in the EANCOM® Data Elements and Code Sets Directory. Code values may be given as examples or there may be a note on the format or type of code to be used.

4. Different colours are used for the code values in the segment details: restricted codes are in red and open codes in blue.

5. Segments Layout

Segment number: 1

UNH - M 1 - Message header				
Function: To head, identify and specify a message.				
Notes: 1. Data element S009/0057 is retained for upward compatibility. The use of S016 and/or S017 is encouraged in preference. 2. The combination of the values carried in data elements 0062 and S009 shall be used to identify uniquely the message within its group (if used) or if not used, within its interchange, for the purpose of acknowledgement.				
		EDIFACT	GS1	* Description
0062	Message reference number	M an..14	M	
Sequence number of message in the interchange. DE 0062 in the UNT will have the same value. Sender generated.				
S009	MESSAGE IDENTIFIER	M	M	
0065	Message type	M an..6	M	*
PAYDUC = Payroll deductions advice message				
0052	Message version number	M an..3	M	*
D = Draft version/UN/EDIFACT Directory				
0054	Message release number	M an..3	M	*
01B = Release 2001 - B				
0051	Controlling agency, coded	M an..3	M	*
UN = UN/CEFACT				
0057	Association assigned code	C an..6	R	*
EAN003 = GS1 version control number (GS1 Permanent Code) Indicates that the message is the EANCOM version 003 of the UNSM Payroll Deductions Advice.				
0110	Code list directory version number	C an..6	O	
This data element can be used to identify the codelist agreed by the interchange partners, e.g. EAN001 = EANCOM 2002 S4 codelist released on 01.12.2001 by GS1.				
0113	Message type sub-function identification	C an..6	N	
0068	Common access reference	C an..35	N	
S010	STATUS OF THE TRANSFER	C	N	
0070	Sequence of transfers	M n..2		
0073	First and last transfer	C a1		
S016	MESSAGE SUBSET IDENTIFICATION	C	N	
0115	Message subset identification	M an..14		
0116	Message subset version number	C an..3		
0118	Message subset release number	C an..3		
0051	Controlling agency, coded	C an..3		
S017	MESSAGE IMPLEMENTATION GUIDELINE IDENTIFICATION	C	N	
0121	Message implementation guideline identification	M an..14		
0122	Message implementation guideline version number	C an..3		
0124	Message implementation	C an..3		

5. Segments Layout

Segment number: 1

	EDIFACT	GS1	*	Description
guideline release number				
0051 Controlling agency, coded	C an..3			
S018 SCENARIO IDENTIFICATION	C	N		
0127 Scenario identification	Man..14			
0128 Scenario version number	C an..3			
0130 Scenario release number	C an..3			
0051 Controlling agency, coded	C an..3			

Segment Notes:

This segment is used to head, identify and specify a message.

DE's 0065, 0052, 0054 and 0051: Indicate that the message is a UNSM Payroll deductions advice message based on the D.01B directory.

Example:

UNH+ME0000001+PAYDUC:D:01B:UN:EAN003'

5. Segments Layout

Segment number: 2

BGM - M 1 - Beginning of message					
Function: To indicate the type and function of a message and to transmit the identifying number.					
		EDIFACT	GS1	*	Description
C002	DOCUMENT/MESSAGE NAME	C	R		
1001	Document name code	C an..3	R	*	YA3 = Payroll deductions advice (GS1 Temporary Code)
1131	Code list identification code	C an..17	N		
3055	Code list responsible agency code	C an..3	R	*	9 = GS1
1000	Document name	C an..35	N		
C106	DOCUMENT/MESSAGE IDENTIFICATION	C	R		
1004	Document identifier	C an..35	R		Payroll deduction advice number assigned by the document sender. For global unique identification of documents Global Document Type Identifier (GDTI) is available.
1056	Version identifier	C an..9	N		
1060	Revision identifier	C an..6	N		
1225	Message function code	C an..3	R	*	4 = Change 9 = Original 31 = Copy The message function coded, is a critical data element in this segment. It applies to all data indicated in the message. The following definitions apply for the restricted codes: 4 = Change - Message containing data (e.g. line items) to be changed in a previously sent Payroll Deductions Advice message. 9 = Original - The original transmission of a Payroll Deductions Advice. 31 = Copy - Indicates that the message is a copy of an original Payroll Deductions Advice message that has been sent, e.g. for action or information.
4343	Response type code	C an..3	N		
Segment Notes: This segment is used to indicate the type and function of a message and to transmit the identifying number. All references other than the document number DE 1004 should be put in the RFF segment. Example: BGM+YA3::9+233851+9'					

5. Segments Layout

Segment number: 3

PAI - M 1 - Payment instructions				
Function: To specify the instructions for payment.				
	EDIFACT	GS1	*	Description
C534 PAYMENT INSTRUCTION DETAILS	M	M		
4439 Payment conditions code	C an..3	R		1 = Direct payment 30 = Other collection 35 = Documents through banks OA = Open account (GS1 Temporary Code)
4431 Payment guarantee means code	C an..3	N		
4461 Payment means code	C an..3	R		3 = Automated clearing house debit 10 = In cash 20 = Cheque 23 = Bank cheque (issued by a banking or similar establishment) 30 = Credit transfer 42 = Payment to bank account 11E = Credit card (GS1 Temporary Code)
1131 Code list identification code	C an..17	O		
3055 Code list responsible agency code	C an..3	D		
4435 Payment channel code	C an..3	O		2 = Air mail 4 = Telex 5 = S.W.I.F.T. 8 = Fedwire 9 = Personal (face-to-face) 11 = Registered mail
Segment Notes: This segment is used to specify the method of payment and the payment channel used for the payroll deduction. Example: PAI+1:::42'				

5. Segments Layout

Segment number: 4

FII - M 2 - Financial institution information					
Function: To identify an account and a related financial institution.					
		EDIFACT	GS1	*	Description
3035	Party function code qualifier	M an..3	M	*	BF = Beneficiary's bank OR = Ordered bank
C078	ACCOUNT HOLDER IDENTIFICATION	C	O		
3194	Account holder identifier	C an..35	R		
3192	Account holder name	C an..35	O		
3192	Account holder name	C an..35	O		
6345	Currency identification code	C an..3	O		
C088	INSTITUTION IDENTIFICATION	C	R		
3433	Institution name code	C an..11	A		
1131	Code list identification code	C an..17	O		25 = Bank identification
3055	Code list responsible agency code	C an..3	D		5 = ISO (International Organization for Standardization)
3434	Institution branch identifier	C an..17	O		
1131	Code list identification code	C an..17	O		25 = Bank identification
3055	Code list responsible agency code	C an..3	D		5 = ISO (International Organization for Standardization)
3432	Institution name	C an..70	O		
3436	Institution branch location name	C an..70	O		
3207	Country name code	C an..3	O		ISO 3166 two alpha code
<p>Segment Notes:</p> <p>This segment is used to identify the receiving financial institution of the payroll deductions. The preferred way to identify a bank and its branch is in machine-readable format using data elements 3433 and 3434. When using C088 it is recommended that if data element 3433 is not used that 3432 be used, and that when data element 3434 is not used that data element 3436 be used.</p> <p>Example: FII+BF++KREDBEBB:25:5'</p> <p>The bank receiving the payroll deduction is identified using the bank identification code KREDBEBB (which is maintained by ISO).</p>					

5. Segments Layout

Segment number: 5

DTM - M 4 - Date/time/period					
Function: To specify date, and/or time, or period.					
		EDIFACT	GS1	*	Description
C507	DATE/TIME/PERIOD	M	M		
2005	Date or time or period function code qualifier	Man..3	M	*	137 = Document/message date/time 203 = Execution date/time, requested 92E = Pension deduction payment date (GS1 Temporary Code) 93E = Professional risk deduction payment date (GS1 Temporary Code) 94E = Health care deduction payment date (GS1 Temporary Code)
2380	Date or time or period value	C an..35	R		
2379	Date or time or period format code	C an..3	R		102 = CCYYMMDD
Segment Notes: This segment is used to specify the date, and if required the time, that the payment associated with this Payroll Deductions Advice message has been sent. DE 2005: Identification of the 'Document/message date/time' (code value 137) is mandatory in an EANCOM message. Example: DTM+203:20020112:102'					

5. Segments Layout

Segment number: 6

FTX - C 5 - Free text				
Function: To provide free form or coded text information.				
	EDIFACT	GS1	*	Description
4451 Text subject code qualifier	M an..3	M		AAG = Party instructions AAI = General information
4453 Free text function code	C an..3	N		
C107 TEXT REFERENCE	C	D		This composite is only used when trading partners have agreed to use mutually defined code values.
4441 Free text value code	M an..17	M		Coded reference to standard text between partners.
1131 Code list identification code	C an..17	O		
3055 Code list responsible agency code	C an..3	D		86 = Assigned by party originating the message
C108 TEXT LITERAL	C	D		This composite is only used if coded text can not be used.
4440 Free text value	M an..512	M		
4440 Free text value	C an..512	O		
4440 Free text value	C an..512	O		
4440 Free text value	C an..512	O		
4440 Free text value	C an..512	O		
3453 Language name code	C an..3	D		ISO 639 two alpha code. This data element is only used when non coded free text has been provided in data element C108.
4447 Free text format code	C an..3	N		
<p>Segment Notes:</p> <p>This segment is used to provide additional coded or free text instructions such as statistic information and the type of problems, of the employee, that are covered by insurance policy.</p> <p>Use of this segment in free form is not recommended since in most cases it inhibits automatic processing of the payroll deduction advice. Coded references to standard texts is an available functionality which enables automatic processing and reduces transmission and processing overheads. Standard texts should be mutually defined among trading partners and can be used to cover legal and other requirements.</p> <p>Example: FTX+AAI+++MATERNITY BENEFITS'</p>				

5. Segments Layout

Segment number: 7

SG1		- C	99 - RFF-DTM		
RFF		- M	1 - Reference		
Function:					
To specify a reference.					
		EDIFACT	GS1	*	Description
C506	REFERENCE	M	M		
1153	Reference code qualifier	M an..3	M	*	ACD = Additional reference number ACE = Related document number CK = Cheque number CT = Contract number PQ = Payment reference YA9 = Payroll deduction advice reference (GS1 Temporary Code) Code value YA9 should only be used with code 4 in DE 1225 of the BGM segment.
1154	Reference identifier	C an..70	R		
1156	Document line identifier	C an..6	N		
4000	Reference version identifier	C an..35	N		
1060	Revision identifier	C an..6	N		
Segment Notes:					
This segment is used to identify the reference number of the payment instruction and/or a previous document.					
Example:					
RFF+PQ:877212'					

5. Segments Layout

Segment number: 8

SG1 - C 99 - RFF-DTM					
DTM - C 1 - Date/time/period					
Function:					
To specify date, and/or time, or period.					
		EDIFACT	GS1	*	Description
C507	DATE/TIME/PERIOD	M	M		
2005	Date or time or period function code qualifier	Man..3	M	*	171 = Reference date/time
2380	Date or time or period value	C an..35	R		
2379	Date or time or period format code	C an..3	R		102 = CCYYMMDD
Segment Notes:					
This segment is used to specify dates relating to the references given in the preceding RFF segment.					
Example:					
DTM+171:20020825:102'					

5. Segments Layout

Segment number: 9

SG2		- C	6 - NAD-SG3		
NAD		- M	1 - Name and address		
Function:					
To specify the name/address and their related function, either by C082 only and/or unstructured by C058 or structured by C080 thru 3207.					
		EDIFACT	GS1	*	Description
3035	Party function code qualifier	M an..3	M	*	AE = Declarant's agent/representative SS = Social securities collector's office
C082	PARTY IDENTIFICATION DETAILS	C	A		
3039	Party identifier	M an..35	M		For identification of parties it is recommended to use GLN - Format n13.
1131	Code list identification code	C an..17	O		
3055	Code list responsible agency code	C an..3	R	*	9 = GS1
C058	NAME AND ADDRESS	C	O		This composite may only be used to fulfill the requirements of directive 2003/58/EC, article 4.
3124	Name and address description	M an..35	M		
3124	Name and address description	C an..35	O		
3124	Name and address description	C an..35	O		
3124	Name and address description	C an..35	O		
3124	Name and address description	C an..35	O		
C080	PARTY NAME	C	D		
3036	Party name	M an..35	M		Party name in clear text.
3036	Party name	C an..35	O		
3036	Party name	C an..35	O		
3036	Party name	C an..35	O		
3036	Party name	C an..35	O		
3045	Party name format code	C an..3	O		
C059	STREET	C	D		
3042	Street and number or post office box identifier	M an..35	M		Building Name/Number and Street Name
3042	Street and number or post office box identifier	C an..35	O		
3042	Street and number or post office box identifier	C an..35	O		
3042	Street and number or post office box identifier	C an..35	O		
3164	City name	C an..35	D		City/Town name, clear text
C819	COUNTRY SUB-ENTITY DETAILS	C	D		
3229	Country sub-entity name code	C an..9	O		
1131	Code list identification code	C an..17	O		
3055	Code list responsible agency code	C an..3	O		

5. Segments Layout

Segment number: 9

	EDIFACT	GS1	*	Description
3228 Country sub-entity name	C an..70	O		County/State, clear text.
3251 Postal identification code	C an..17	D		Postal code
3207 Country name code	C an..3	D		ISO 3166 two alpha code

Segment Notes:

This segment is used to identify the sender of the Payroll Deductions Advice message and the receiving party.

Example:

NAD+AE+5422331123459::9'

Dependency Notes:

The following composites and data elements are only used when a coded name and address can not be used.

The affected composites and data elements are as follows;

C080 - C059 - 3164 - C819 - 3251 - 3207

5. Segments Layout

Segment number: 10

SG2	- C	6 - NAD-SG3
SG3	- C	5 - CTA-COM
CTA	- M	1 - Contact information

Function:				
To identify a person or a department to whom communication should be directed.				
		EDIFACT	GS1	* Description
3139	Contact function code	C an..3	R	
				IC = Information contact
C056	DEPARTMENT OR EMPLOYEE DETAILS	C	O	
3413	Department or employee name code	C an..17	O	
3412	Department or employee name	C an..35	O	

Segment Notes:				
This segment is used to provide contact details relevant for the party identified in the previous NAD segment.				
Example:				
CTA+IC+:T. WRIGHT'				

5. Segments Layout

Segment number: 11

SG2	- C	6 - NAD-SG3
SG3	- C	5 - CTA-COM
COM	- C	1 - Communication contact
Function:		
To identify a communication number of a department or a person to whom communication should be directed.		
	EDIFACT	GS1 * Description
C076 COMMUNICATION CONTACT	M	M
3148 Communication address identifier	Man..512	M
3155 Communication address code qualifier	Man..3	M
CA = Cable address EI = EDI EM = Electronic mail TE = Telephone AO = Uniform Resource Location (URL)		
Segment Notes:		
This segment is used to provide communications details relevant to the contact identified in the CTA segment.		
Example:		
COM+003212187674:FX'		

5. Segments Layout

Segment number: 12

SG4	- M	9 - GIS-RFF-MOA-BUS-SG5		
GIS	- M	1 - General indicator		
Function: To transmit a processing indicator.				
Notes: 1. This segment will be removed effective with directory D.02B.				
	EDIFACT	GS1	*	Description
C529	PROCESSING INDICATOR	M	M	
7365	Processing indicator description code	M an..3	M	*
				36 = Changed information 37 = Complete information
1131	Code list identification code	C an..17	O	
3055	Code list responsible agency code	C an..3	O	
7187	Process type description code	C an..17	O	
Segment Notes: This segment is used to indicate that the information contained in the following segments is passed on to and processed by the central and regulatory party identified in the NAD segment. Additionally, it is used to indicate that all individual employee payment's details, or only changes from a nominated standard payment, are provided.				
Example: GIS+37'				

5. Segments Layout

Segment number: 13

SG4		- M	9 - GIS-RFF-MOA-BUS-SG5		
RFF		- M	1 - Reference		
Function:					
To specify a reference.					
		EDIFACT	GS1	*	Description
C506	REFERENCE	M	M		
1153	Reference code qualifier	M an..3	M		AGT = Service group identification number
1154	Reference identifier	C an..70	R		
1156	Document line identifier	C an..6	N		
4000	Reference version identifier	C an..35	N		
1060	Revision identifier	C an..6	N		
Segment Notes:					
This segment is used to identify the type of entity receiving the information provided in the payroll deduction advice message.					
Example:					
RFF+AGT:855144'					

5. Segments Layout

Segment number: 14

SG4 - M 9 - GIS-RFF-MOA-BUS-SG5				
MOA - M 9 - Monetary amount				
Function: To specify a monetary amount.				
	EDIFACT	GS1	*	Description
C516	MONETARY AMOUNT	M	M	
5025	Monetary amount type code qualifier	M an..3	M	* 9 = Amount due/amount payable 52 = Discount amount 113 = Prepaid amount 159 = Licence (value deducted) 202 = Interest amount 209 = Agent commission amount 277 = Total contributions amount 289 = Subtotal amount 34E = Interest amount over employee's obligatory contribution (GS1 Temporary Code) 41E = Interest over solidarity fund (GS1 Temporary Code) 42E = Interest over employee additional contribution (GS1 Temporary Code) 57 = Equivalent amount
5004	Monetary amount	C n..35	R	
6345	Currency identification code	C an..3	R	ISO 4217 three alpha code
6343	Currency type code qualifier	C an..3	N	
4405	Status description code	C an..3	N	
Segment Notes: This segment is used to give the monetary amounts for standard payments for a service group and the (net) total payment amount for a service group included in the total payment before taxes, interests and discounts. Example: MOA+277:50000:COP'				

5. Segments Layout

Segment number: 15

SG4		- M	9 - GIS-RFF-MOA-BUS-SG5		
BUS		- C	1 - Business function		
Function:					
To provide information related to the processing and purpose of a financial message.					
		EDIFACT	GS1	*	Description
C521	BUSINESS FUNCTION	C	O		
4027	Business function type code qualifier	M an..3	M	*	1 = Underlying business function
4025	Business function code	M an..3	M		BEN = Unemployment/disability/benefit INS = Insurance premium LIF = Licence fees PEN = Pension SSB = Social security benefit VP = Voluntary pension (GS1 Temporary Code)
1131	Code list identification code	C an..17	O		
3055	Code list responsible agency code	C an..3	D	*	9 = GS1
4022	Business description	C an..70	O		
3279	Geographic area code	C an..3	R	*	DO = Domestic IN = International YC4 = European (SWIFT Code)
4487	Financial transaction type code	C an..3	O	*	1 = Clean payment 4 = Documentary payment
C551	BANK OPERATION	C	N		
4383	Bank operation code	M an..3			
1131	Code list identification code	C an..17			
3055	Code list responsible agency code	C an..3			
4463	Intra-company payment indicator code	C an..3	O	*	1 = Intra-company payment
Segment Notes:					
This segment is used to indicate the reason for the payroll deduction.					
Example:					
BUS+1:PEN+DO'					

5. Segments Layout

Segment number: 16

SG4	- M	9 - GIS-RFF-MOA-BUS-SG5			
SG5	- M	99 - DTM-SG6			
DTM	- M	1 - Date/time/period			
Function:					
To specify date, and/or time, or period.					
		EDIFACT	GS1	*	Description
C507	DATE/TIME/PERIOD	M	M		
2005	Date or time or period function code qualifier	M an..3	M	*	221 = Interest period 306 = Work period 328 = Payroll deduction date/time 102 = Health problem period
2380	Date or time or period value	C an..35	R		
2379	Date or time or period format code	C an..3	R		102 = CCYYMMDD
Segment Notes:					
This segment is used to specify the date on which a payroll deduction was made, and/or the work period related to the payment.					
Example:					
DTM+306:20020212:102'					

5. Segments Layout

Segment number: 17

SG4	- M	9 - GIS-RFF-MOA-BUS-SG5
SG5	- M	99 - DTM-SG6
SG6	- C	1 - UGH-SG7-UGT
UGH	- M	1 - Anti-collision segment group header

Function:

To head, identify and specify an anti-collision segment group.

Notes:

1. 0087, the value shall be the segment group number of the UGH/UGT segment group as stated in the message specification. It shall be identical to the value in 0087 in the corresponding UGT segment.

	EDIFACT	GS1	*	Description
0087 Anti-collision segment group identification	M an..4	M		Value 6 must be used.

Segment Notes:

A segment to head, identify and specify an anti-collision segment group.

5. Segments Layout

Segment number: 18

SG4	- M	9 - GIS-RFF-MOA-BUS-SG5			
SG5	- M	99 - DTM-SG6			
SG6	- C	1 - UGH-SG7-UGT			
SG7	- C	999999 - NAD-RFF-MOA-AJT-FTX			
NAD	- M	1 - Name and address			
Function: To specify the name/address and their related function, either by C082 only and/or unstructured by C058 or structured by C080 thru 3207.					
		EDIFACT	GS1	*	Description
3035	Party function code qualifier	M an..3	M		PR = Payer GL = Socially insured person
C082	PARTY IDENTIFICATION DETAILS	C	A		
3039	Party identifier	M an..35	M		
1131	Code list identification code	C an..17	O	*	166 = Social security identification 174 = Citizen identification SRN = Service relation number (GS1 Temporary Code) For the identification of a person it is recommended that only one method of identification be used.
3055	Code list responsible agency code	C an..3	D		9 = GS1 Code value 9 will be used only when an GS1 code is used in DE 1131.
C058	NAME AND ADDRESS	C	O		This composite may only be used to fulfill the requirements of directive 2003/58/EC, article 4.
3124	Name and address description	M an..35	M		
3124	Name and address description	C an..35	O		
3124	Name and address description	C an..35	O		
3124	Name and address description	C an..35	O		
3124	Name and address description	C an..35	O		
C080	PARTY NAME	C	D		
3036	Party name	M an..35	M		Party name in clear text.
3036	Party name	C an..35	O		
3036	Party name	C an..35	O		
3036	Party name	C an..35	O		
3036	Party name	C an..35	O		
3045	Party name format code	C an..3	O		
C059	STREET	C	D		
3042	Street and number or post office box identifier	M an..35	M		Building Name/Number and Street Name
3042	Street and number or post office box identifier	C an..35	O		
3042	Street and number or post office box identifier	C an..35	O		
3042	Street and number or post office box identifier	C an..35	O		

5. Segments Layout

Segment number: 18

		EDIFACT	GS1	*	Description
3164	City name	C an..35	D		City/Town name, clear text
C819	COUNTRY SUB-ENTITY DETAILS	C	D		
3229	Country sub-entity name code	C an..9	O		
1131	Code list identification code	C an..17	O		
3055	Code list responsible agency code	C an..3	O		
3228	Country sub-entity name	C an..70	O		County/State, clear text.
3251	Postal identification code	C an..17	D		Postal code
3207	Country name code	C an..3	D		ISO 3166 two alpha code

Segment Notes:

This segment is used to identify the employees for whom payments are made by payroll deduction.

To identify patients under the care of a hospital, it is recommended to use code SRN (GS1 Service Relation Number) in DE 1131.

In many countries citizen identification schemes exist e.g., national identity number (code 174 in DE 1131), social security number (code 166 in DE 1131), which are suitable for the identification of patients NOT under the care of a hospital, i.e., patients receiving pharmaceuticals, specialist treatment (e.g., physiotherapy).

Example:

NAD+PR+5422331123459++R. FLOREZ'

Dependency Notes:

The following composites and data elements are only used when a coded name and address can not be used.

The affected composites and data elements are as follows;

C080 - C059 - 3164 - C819 - 3251 - 3207

5. Segments Layout

Segment number: 19

SG4	- M	9 - GIS-RFF-MOA-BUS-SG5
SG5	- M	99 - DTM-SG6
SG6	- C	1 - UGH-SG7-UGT
SG7	- C	999999 - NAD-RFF-MOA-AJT-FTX
RFF	- C	9 - Reference

Function:
To specify a reference.

	EDIFACT	GS1	*	Description
C506 REFERENCE	M	M		
1153 Reference code qualifier	Man..3	M	*	ACE = Related document number AE = Authorization for expense (AFE) number ZZZ = Mutually defined reference number
1154 Reference identifier	C an..70	R		
1156 Document line identifier	C an..6	N		
4000 Reference version identifier	C an..35	N		
1060 Revision identifier	C an..6	N		

Segment Notes:
This segment is used to provide the reference identification of the employee as used by the employer and the service group.

Example:
RFF+ZZZ:AB123'

5. Segments Layout

Segment number: 20

SG4	- M	9 - GIS-RFF-MOA-BUS-SG5			
SG5	- M	99 - DTM-SG6			
SG6	- C	1 - UGH-SG7-UGT			
SG7	- C	999999 - NAD-RFF-MOA-AJT-FTX			
MOA	- M	9 - Monetary amount			
Function: To specify a monetary amount.					
		EDIFACT	GS1	*	Description
C516	MONETARY AMOUNT	M	M		
5025	Monetary amount type code qualifier	M an..3	M	*	103 = Other deductible charges 109 = Payment discount amount 159 = Licence (value deducted) 271 = Nominal salary 272 = Taxable salary 276 = Annual salary 277 = Total contributions amount 278 = Voluntary contribution amount 296 = Total authorised deduction 304 = Other charges 32E = Exceptional situation amount (GS1 Temporary Code) 33E = Additional voluntary contribution amount (GS1 Temporary Code)
5004	Monetary amount	C n..35	R		
6345	Currency identification code	C an..3	R		ISO 4217 three alpha code
6343	Currency type code qualifier	C an..3	N		
4405	Status description code	C an..3	N		
Segment Notes: This segment is used to specify each deducted amount made for each employee. Example: MOA+296:50000:COP'					

5. Segments Layout

Segment number: 21

SG4	- M	9 - GIS-RFF-MOA-BUS-SG5
SG5	- M	99 - DTM-SG6
SG6	- C	1 - UGH-SG7-UGT
SG7	- C	999999 - NAD-RFF-MOA-AJT-FTX
AJT	- C	9 - Adjustment details

Function:
To identify the reason for an adjustment.

	EDIFACT	GS1	*	Description
4465 Adjustment reason description code	M an..3	M	*	19E = New employee (GS1 Temporary Code) 20E = Employee retirement (GS1 Temporary Code) 21E = Salary change (GS1 Temporary Code) 22E = Maternity licence (GS1 Temporary Code) 23E = Job accident (GS1 Temporary Code) 24E = No exceptional situation (GS1 Temporary Code) 25E = Temporary suspension of the contract (GS1 Temporary Code) 26E = Employee incapacity (GS1 Temporary Code) 27E = Holiday (GS1 Temporary Code) 28E = Voluntary pension (GS1 Temporary Code) 29E = Change in salary (GS1 Temporary Code) 30E = Special tariff (GS1 Temporary Code) 31E = Various work places (GS1 Temporary Code) ZZZ = Mutually defined
1082 Line item identifier	C an..6	N		

Segment Notes:
This segment is used to indicate the reason for an adjustment to the standard payment amount.

Example:
AJT+21E'

5. Segments Layout

Segment number: 22

SG4	- M	9 - GIS-RFF-MOA-BUS-SG5
SG5	- M	99 - DTM-SG6
SG6	- C	1 - UGH-SG7-UGT
SG7	- C	999999 - NAD-RFF-MOA-AJT-FTX
FTX	- C	3 - Free text

Function:
To provide free form or coded text information.

		EDIFACT	GS1	*	Description
4451	Text subject code qualifier	M an..3	M		AAI = General information PMD = Payment detail/remittance information
4453	Free text function code	C an..3	N		
C107	TEXT REFERENCE	C	D		This composite is only used when trading partners have agreed to use mutually defined code values.
4441	Free text value code	M an..17	M		A code identifying standard text agreed between trading partners.
1131	Code list identification code	C an..17	O		
3055	Code list responsible agency code	C an..3	D		
C108	TEXT LITERAL	C	D		This composite is only used if coded text can not be used.
4440	Free text value	M an..512	M		
4440	Free text value	C an..512	O		
4440	Free text value	C an..512	O		
4440	Free text value	C an..512	O		
4440	Free text value	C an..512	O		
3453	Language name code	C an..3	D		ISO 639 two alpha code. This data element is only used when non-coded free text has been provided in data element C108.
4447	Free text format code	C an..3	N		

Segment Notes:

This segment is used to provide additional coded or free text instructions such as the type of risk, of the employee, that are covered by insurance policy.
Use of this segment in free form is not recommended since in most cases it inhibits automatic processing of the payment roll deduction. Coded references to standard texts is an available functionality which enables automatic processing and reduces transmission and processing overheads. Standard texts should be mutually defined among trading partners and can be used to cover legal and other requirements.

Example:
FTX+AAI+++BRANCH OFFICE'

5. Segments Layout

Segment number: 23

SG4	- M	9 - GIS-RFF-MOA-BUS-SG5
SG5	- M	99 - DTM-SG6
SG6	- C	1 - UGH-SG7-UGT
UGT	- M	1 - Anti-collision segment group trailer

Function:				
To end and check the completeness of an anti-collision segment group.				
Notes:				
1. 0087, the value shall be the segment group number of the UGH/UGT segment group as stated in the message specification. It shall be identical to the value in 0087 in the corresponding UGH segment.				

	EDIFACT	GS1	*	Description
0087 Anti-collision segment group identification	M an..4	M		Value 6 must be used.

Segment Notes:				
A segment to end and check the completeness of an anti-collision segment group.				

5. Segments Layout

Segment number: 24

UNS - M 1 - Section control				
Function: To separate header, detail and summary sections of a message.				
Notes: To be used by message designers only when required to avoid ambiguities.				
	EDIFACT	GS1	*	Description
0081 Section identification	M a l	M	*	S = Detail/summary section separation
Segment Notes: This segment is used to identify the break between the message detail and message trailer sections. Example: UNS+S'				

5. Segments Layout

Segment number: 25

MOA - M 1 - Monetary amount				
Function: To specify a monetary amount.				
	EDIFACT	GS1	*	Description
C516 MONETARY AMOUNT	M	M		
5025 Monetary amount type code qualifier	Man..3	M		86 = Message total monetary amount
5004 Monetary amount	C n..35	R		
6345 Currency identification code	C an..3	R		ISO 4217 three alpha code
6343 Currency type code qualifier	C an..3	N		
4405 Status description code	C an..3	N		
Segment Notes: This segment is used to indicate the total amount to be paid in of the payroll deduction. Example: MOA+86:25601:COP'				

5. Segments Layout

Segment number: 26

UNT - M 1 - Message trailer				
<p>Function:</p> <p>To end and check the completeness of a message.</p> <p>Notes:</p> <p>1. 0062, the value shall be identical to the value in 0062 in the corresponding UNH segment.</p>				
		EDIFACT	GS1	*
				Description
0074	Number of segments in a message	M n..10	M	
				The total number of segments in the message is detailed here.
0062	Message reference number	M an..14	M	
				The message reference numbered detailed here should equal the one specified in the UNH segment.
<p>Segment Notes:</p> <p>This segment is a mandatory UN/EDIFACT segment. It must always be the last segment in the message.</p> <p>Example:</p> <p>UNT+24+ME0000001'</p>				

6. Examples

The following is an example of a Payroll Deduction Advice message exchanged between an employer identified with GLN 7701234567897 and a provider of social security services, identified with GLN 7701000123456. The message number is 2365891, the date is the 2nd of October 2002 and it shows the contribution of the previous month September 2002. The salary payment department identified with GLN 7701234100001 is the originator of the present form in the company employer and the portfolio's department, identified with GLN 7701000200003 is the receiver of the present form in the social security service provider.

The contribution is related to the following employees :

Name	National ID Card Number	ID Type	Salary Base (EUR)
Carlos Cortes	20311312	NIC	2039
Claudia Pardo	51957510	NIC	1000

Mrs. Claudia Pardo reports a maternity licence which according to legal requirements has a value of 84 salary working days. The document that supports this licence has the number 13256.

Similarly, according to legal requirements the contribution amount to be paid to the service provider is 13.5% of the salary base for pension services and 12% for health care.

Finally, following these rules is necessary to deduct 1% of the base salary on the contribution of pensions, directed to the solidarity fund.

The Payment Order to support this message is identified by the number 0745890, which generated a debit from the account 0872680013 of the employer sending this order. This transaction generated a credit to the account number 562310012 of the social security service provider receiving the present form.

UNH+ME00001+PAYDUC:D:01B:UN:EAN003'	Message header
BGM+YA3::9+2365891+9'	Payment deduction number 2365891, original
PAI+1::30'	Method of payment is direct by credit transfer
FII+OR+0872680013+KREDBEBB:25:5'	Ordered bank (service provider) and account number identification of employer (the bank is identified within the bank account number)
FII+BF+562310012+KREDBEBB:25:5'	Beneficiary's bank and account number identification (the bank is identified within the bank account number)
DTM+137:20021002:102'	Message date 2nd of October 2002
RFF+PQ:0745890'	Payment reference number 0745890
NAD+AE+7701000200003::9'	Message sender identified by GLN 7701234567897
NAD+SS+7701000123456::9'	Message recipient identified by GLN 7701000123456
GIS+37'	Complete original information is being passed in this message
RFF+AGT: SSE'	The party receiving the payment is a Social Security Entity
MOA+159:2800:EUR'	Licence deducted amount is 2800 EUR
MOA+289:364.68:EUR'	Total amount paid to the type of SSE
DTM+306:2002090120020930:718'	The work period from which the payment is deducted

6. Examples

NAD+GL+20311312:174'	Identification of the insured person using the national ID number 20311312
MOA+272:2039:EUR'	Taxable salary 2039 EUR
MOA+296:244.68:EUR'	Total authorised deduction is 244.68 EUR (12% of taxable salary)
NAD+GL+51957510:174'	Identification of the insured person using the national ID number 51957510
MOA+272:1000:EUR'	Taxable salary 1000 EUR
MOA+296:120:EUR'	Total authorised deduction is 120 EUR (12% of taxable salary)
MOA+159:2800:EUR'	Amount for 84 days of salary for the maternity licence
AJT+22E'	Reason for adjustment (maternity licence) to the previous MOA
GIS+37'	Complete original information is being passed in this message, second occurrence
RFF+AGT: SSE'	Service group ID is an SSE
MOA+277:30.39:EUR'	Total contribution of pension amount is 30.39 EUR
MOA+289:410.26:EUR'	Sub total amount is 410.26 EUR
DTM+306:2002090120020930:718'	The period from which the payment is deducted
NAD+GL+20311312:174'	Identification of the insured person using the national ID number 20311312
MOA+272:2039:EUR'	Taxable salary 2,039 EUR
MOA+296:275.26:EUR'	Total authorised deductions 275.26 EUR, 13.5 %
MOA+277:20.39:EUR'	Total contribution amount is 20.39 EUR
NAD+GL+51957510:174'	Insured person identity card number 51957510
MOA+272:1000:EUR'	Taxable salary 1,000 EUR
MOA+296:135:EUR'	Total authorised deductions 135 EUR, 13.5 %
MOA+277:10:EUR'	Total contribution amount is 10 EUR
UNS+S'	Detail summary section separator
MOA+86:805.33:EUR'	Message total monetary amount paid to the social security service provider is 805.33 EUR
UNT+38+ME000001'	Total number of segments in the message equals 38

Note:

The EDI interchange will include the UNB..UNZ segments and, if applicable, the UNG..UNE segments. (See part 1 section 5.7).