

Employer Payroll Report — Summary section, Payor's details (VSPSVYHT)

DESCRIPTION OF THE DATA FILE 2017

Table of contents

1	INTRODUCTION	2
2	DESCRIPTION OF THE INFORMATION FLOW AND SUBMITTAL OF FILES	2
	2.1 Name of the software that produced the file – Data element 014.....	2
3	MAKING CORRECTIONS.....	3
4	PERIOD OF VALIDITY.....	3
5	COMBINED INFORMATION FLOWS	3
6	CHANGES ON THE PREVIOUS YEAR	3
7	LIST OF THE DATA CONTENT	3
8	AUTOMATED CHECK PROCESSES	4
9	MESSAGES	4
10	EXAMPLE	4

Version history

Date	Version	Description
2.1.2017	1.0	First release concerning the 2017 taxable year.
29.8.2017	1.1	Update of the paths that lead to the pages of the Tax.fi Website.

1 INTRODUCTION

This guidance explains the structure of the required inbound file and the check procedures that follow. For more information, see [tax.fi > About us > Information and material on taxation > IT developers > e-Filing guidance > Electronic filing of information returns General description.](#)

2 DESCRIPTION OF THE INFORMATION FLOW AND SUBMITTAL OF FILES

Create your filing as instructed in this section to report the required information on the employer or payor. It is mandatory to include a contact person's name and telephone number whenever amounts of money have been paid to someone and you report information on the employer or payor. Give the payor-specific information once in a calendar year only.

For more information and instructions, go to the 'Annual Information Returns' pages of the Website, > Forms > Employer Payroll Report and other annual information return forms.

Logging in with a Katso ID and password entitles you to submit Employer Payroll Reports on the condition that you have the user privileges of the Master User, Parallel Master User, or Annual Information Report Filer. The system checks your privileges on the basis of the Payer's identity code entry (data element 010; pos. 20-32). If the filer of this information return is an account operator acting on the payor's behalf, this is a mandatory field. The system checks the privileges on the basis of the entry made under Account Operator's Business ID (data element 080; pos. 86-98).

2.1 Name of the software that produced the file – Data element 014

This data element (014) is mandatory, for purposes of identification, in the VPSERIE, VPSERIK, VPSKUST, VSRAERIE and VSPSVYHT annual information flows.

In the future, the entry in 014 must contain the Business ID of the software provider company and two additional control characters. An underscore is required between the Business ID and the control characters. For the Business ID, it is mandatory to follow the exact format. The control characters are intended for the software provider company, so they can identify their software product according to their own needs.

The format of the name of software (014) data element is the following:
Y-TUNNUS_AN2 (12 characters in total)

Example:

The provider of the "AccountingPro" software application has 6606611-7 as its Business ID. The provider not only sells "Accounting Pro" but also another application called "PayrollPro".

The entry in this data element should be:

014: 6606611-7_AP (Accounting Pro)

014: 6606611-7_PP (Payroll Pro)

If the software company does not have a Finnish Business ID, the dummy value 0000000-0 is permitted, for example, you can enter: 0000000-0_U1.

If the software is developed independently by the payer reporting the annual information, enter the Business ID of the payer company in this field. Add control characters as appropriate.

3 MAKING CORRECTIONS

For more information, see [tax.fi > About us > Information and material on taxation > IT developers > e-Filing guidance > Making corrections to e-filed submittals of information returns.](#)

Please note the special requirement regarding this information flow: We recommend that when making corrections, filers use the same information flow, and the same software, as they used for the original submittal.

4 PERIOD OF VALIDITY

This specification sets out the requirements of file formatting that come into force 24 January 2017 and continue to be in force until a new version of this specification is released.

Due date for filing is 5 February 2018.

5 COMBINED INFORMATION FLOWS

You may send us the following flows in the same computer file as you are sending your VSPSVYHT flow:

- VSRAERIE
- VPSERIE or VPSERIK+VSPSKUST
- VSRAERIE

6 CHANGES ON THE PREVIOUS YEAR

1.0	Data name	Data element	Description
1.0	101-113/650	Total wages paid out by a substitute payor (such as KELA) for which the actual employer has paid the health insurance contribution	Social security contribution changed to health insurance contribution in the description
	140-152/631	Amounts deducted from the health insurance contribution	Social security contribution changed to health insurance contribution in the description
	614	Total wages and reimbursements subject to tax at source and health insurance contribution (also includes the taxable values of fringe benefits)	Social security contribution changed to health insurance contribution in the description
	15-18/058	Year of payment	Year changed

7 LIST OF THE DATA CONTENT

Position	Code	P/V	T	L/T	Description	Format	Permissible values
1-8	000	P	T		File identifier	AN8	VSPSVYHT
10	082	V			Deletion	A1	D
15-18	058	P	T		Year of payment The year of payment is the calendar year when wages were paid.	VVVV	2017
20-32	010	P	T		Payor's ID	ALITP HETU	

36-65	041	V		Name of contact person	AN30	
72-84	042	V		Contact person's telephone	AN13	
86-98	080	V	T	Account operator's Business ID	YTUNNUS	
101-113	650	V		Total wages paid out by a substitute payor (such as KELA) for which the actual employer has paid the health insurance contribution	R10,2	
140-152	631	V		Amounts deducted from the health insurance contribution	R10,2	
180	613	V		No wages were paid during the calendar year (0=No, 1= Yes)	N1	0, 1
194-206	614	V		Total wages and reimbursements subject to tax at source and health insurance contribution (also includes the taxable values of fringe benefits)	R10,2	
208-230	048	V		Software application that produced the file	AN23	
231-242	014	P	T	Name of the software that produced the file	Y-TUNNUS_AN2	
244-257	198	V		Send Date and Time — populated by the service provider	DDMMYYYY HHMMSS	
	999	P		Final identifier	N8	

8 AUTOMATED CHECK PROCESSES

Not applicable to this information flow.

9 MESSAGES

Not applicable to this information flow.

10 EXAMPLE

The example represents the payor-specific section of the Employer Payroll Report, VSPSVYHT (000), created by the Accounting Pro software application. The filing concerns the 2017 Year of payment (058) and the employer's business ID is 1234567-9 (010), the contact person's name is JOHN SMITH (041) whose telephone number (6042) is 09123456, deductions made from the health insurance contribution are 150 euros and 44 cents (631); and the sequential number for the filing is 1, and '1' will therefore be the value of the final code (999).

```
000:VSPSVYHT
058:2017
010:1234567-9
041:SMITH,JOHN 042:09123456
631:150,44
048:Accounting Pro 1.2
014:6606611-7_AP
999:1
```