

## **Earnings payment report – Example 1**

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### **Exceptional insurance data – Income type 328**

**Version history**

Version	Date	Description
1.0	14/07/2021	Document published.
1.01	17/09/2021	Typographical errors were corrected.



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## 1 DESCRIPTION OF THE EXAMPLE

A municipality pays a private caretaker's fee and reimbursements of travel expenses to an income earner. The income earner is not registered in the prepayment register. The municipality pays a private caretaker's fee of EUR 1,000 and reimbursements of related travel expenses of EUR 132 to the income earner.

From 2022 onwards, the caretaker's fee and reimbursements of related travel expenses paid in conjunction with the caretaker's fee do not need to report on separate earnings payment reports. During annual changes, the 'Type of insurance information' feature was added to the income type.

The data used in the example is not real. Always use correct data that matches the payment situation.

**Annual change 2022: Added an option to report the 'Type of insurance information' data for income type 328 (Private caretaker's fee).**

## 2 EARNINGS PAYMENT REPORT

### 2.1 Record data (DeliveryData)

#### Data group details:

Data designation	Description of the data
Record data (DeliveryData)	
Time of record creation (Timestamp)	Mandatory technical data (e.g. 2019-12-01T15:39:41Z)
Data source (Source)	The software that generates the record
Record type (DeliveryDataType)	100 Earnings payment reports
Record owner's (payer's) record reference (DeliveryId)	Mandatory data used to identify the records submitted by the record owner (e.g. record_reference-2020-01-01-abc)
Rule for processing invalid data (reports) (FaultyControl)	Only invalid reports are rejected (1), Entire record is rejected (2)
Production environment (ProductionEnvironment)	Production environment (true), Test environment (false)
Record owner (DeliveryDataOwner)	
Identifier type (Type)	Business ID (1)
Identifier (Code)	1234567-8
Record creator (DeliveryDataCreator)	
Identifier type (Type)	Business ID (1)
Identifier (Code)	1234567-8
Record submitter (DeliveryDataSender)	
Identifier type (Type)	Business ID (1)
Identifier (Code)	1234567-8
Pay period (PaymentPeriod)	
Contact persons for the record (ContactPersons)	
Payer details (Payer)	



Data designation	Description of the data
Reports data (Reports)	
Signature (Signature)	

## 2.2 Pay period (PaymentPeriod)

### Data group details:

Data designation	Description of the data
Pay period (PaymentPeriod)	
Date of payment or other report (PaymentDate)	2022-01-31
Start date (StartDate)	2022-01-01
End date (EndDate)	2022-01-31

## 2.3 Contact persons for the record (ContactPersons)

### Data group details:

Data designation	Description of the data
Contact persons for the record (ContactPersons)	
Contact person for the record (ContactPerson)	
Name (Name)	First name Last name
Telephone number (Telephone)	040-1234567
Field of responsibility (ResponsibilityCode)	Content issues (1)



## 2.4 Payer identifiers (PayerIds)

### Data group details:

Data designation	Description of the data
Payer identifiers (PayerIds)	
Payer's identifier (Id)	
Identifier type (Type)	Business ID (1)
Identifier (Code)	1234567-8

## 2.5 Basic payer details (PayerBasic)

### Data group details:

Data designation	Description of the data
Basic payer details (PayerBasic)	
Company name (CompanyName)	Company Oy

## 2.6 Payer's address (Address)

### Data group details:

Data designation	Description of the data
Payer's address (Address)	
Street address (Street)	Street 1
Postal code (PostalCode)	00000
City (PostOffice)	City
Country code (CountryCode)	FI

## 2.7 Payer's suborganisations (SubOrgs)

### Data group details:

Data designation	Description of the data
Payer's suborganisations (SubOrgs)	
Payer's suborganisation (SubOrg)	
Suborganisation's identifier type (Type)	Keva's submitter codes (1)
Suborganisation identifier (Code)	000

## 2.8 Service data (ReportData)

### Data group details:

Data designation	Description of the data
Service data (ReportData)	
Action type (ActionCode)	New report (1)
Payer's report reference (ReportId)	Mandatory data used to identify the report (e.g. reference-identifying-the-report-01)

## 2.9 Income earner identifiers (IncomeEarnerIds)

### Data group details:

Data designation	Description of the data
Income earner identifiers (IncomeEarnerIds)	
Income earner identifier (Id)	
Identifier type (Type)	Personal identity code (Finnish) (2)
Identifier (Code)	ddmmyy-1111



**2.10 Basic income earner details (IncomeEarnerBasic)****Data group details:**

Data designation	Description of the data
Basic income earner details (IncomeEarnerBasic)	
Last name (LastName)	Last name
First name (FirstName)	First name

**2.11 Employment relationship data (Employment)****Data group details:**

Data designation	Description of the data
Employment relationship data (Employment)	
Forms of payment (PaymentTypes)	
Form of payment type (PaymentType)	Monthly salary (1)
Employment period (EmploymentPeriods)	
Time of employment (Period)	
Start date (StartDate)	2021-06-01

**2.12 Occupation (Professions)****Data group details:**

Data designation	Description of the data
Occupation (Professions)	
Occupational class or title (Profession)	
Type of occupational title or classification (Type)	Keva's titles (2)
Occupational class or title identifier (Code)	39405
Occupational class or title (Profession)	



Data designation	Description of the data
Type of occupational title or classification (Type)	Statistics Finland's classification of occupations (TK10) (1)
Occupational class or title identifier (Code)	Private childminders (53112)

### 2.13 Employment registration (EmploymentRegs)

#### Data group details:

Data designation	Description of the data
Employment registration (EmploymentRegs)	
Grounds for registration (EmploymentReg)	
Type of registration grounds (Type)	Keva's grounds for registration (1)
Registration grounds identifier (Code)	01

### 2.14 Earnings-related pension insurance (PensionInsurance)

#### Data group details:

Data designation	Description of the data
Earnings-related pension insurance (PensionInsurance)	
Earnings-related pension insurance information (PensionActCode)	Employee's earnings-related pension insurance (1)
Pension provider code (PensionProvIdCode)	Select the earnings-related pension provider and use the two-digit pension provider code (e.g. 20)
Pension policy number (PensionPolicyNo)	A generic pension policy number provided by the pension insurance company (e.g. 20-0000001T)



### 2.15 Income type 328 Private caretaker's fee (TransactionBasic)

#### Data group details:

Data designation	Description of the data
General income type details (TransactionBasic)	
Income type code (TransactionCode)	Private caretaker's fee (328)
Amount (Amount)	1000

### 2.16 Income type 328 Private caretaker's fee (TransactionBasic)

#### Data group details:

Data designation	Description of the data
General income type details (TransactionBasic)	
Income type code (TransactionCode)	Private caretaker's fee (328)
Amount (Amount)	132
Insurance information (InsuranceData)	
Insurance information (TransactionInclusion)	
Insurance information type (InsuranceCode)	Subject to social insurance contributions (codes 2-6) (1)
Grounds for insurance contribution (Included)	false



**2.17 Income type 402 Withholding tax****(TransactionBasic)****Data group details:**

Data designation	Description of the data
General income type details (TransactionBasic)	
Income type code (TransactionCode)	Withholding tax (402)
Amount (Amount)	100.00

**2.18 Income type 413 Employee's earnings-related pension****insurance contribution (TransactionBasic)****Data group details:**

Data designation	Description of the data
General income type details (TransactionBasic)	
Income type code (TransactionCode)	Employee's earnings-related pension insurance contribution (413)
Amount (Amount)	71.50



### 3. XML record structure

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