

## **Employer's separate report – Example 1**

---

### **Payer type and validity of pension policy number**

**Version history**

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



## CONTENTS

<b>1 DESCRIPTION OF THE EXAMPLE .....</b>	<b>4</b>
<b>2 EMPLOYER'S SEPARATE REPORT .....</b>	<b>5</b>
2.1 Record data (DeliveryData).....	5
2.2 Contact persons for the record (ContactPersons) .....	6
2.3 Reporting date (ReportDate) .....	6
2.4 Payer identifiers (PayerIds).....	6
2.5 Other payer details (PayerOther) .....	7
2.6 Earnings-related pension insurances (PensionInsurances).....	7
2.7 Occupational accident insurances (AccidentInsurances).....	8
2.8 Service data (ReportData).....	8
2.9 Reporting period (PaymentMonth) .....	9
2.10 Income types (Transactions).....	9
<b>3. XML record structure.....</b>	<b>10</b>



---

## 1 DESCRIPTION OF THE EXAMPLE

As an annual change, the validity of a pension policy number is compared with the reporting month of a separate report. The pension policy number is valid if even one day of the policy's validity period coincides with the reporting month and year.

As another annual change, 'Other payer details (PayerOther)' are added to the 'Payer details (Payer)' data group on the separate report. As a result of the change, the payer can be marked as a household or a pool of households.

A household pays wages to house builders and changes the pension insurance provider at the end of a month. The household enters the total amount of health insurance contributions and insurance data on a separate report. The separate report is submitted before the deadline on the fourth day of the following month. Before the annual change, an expiring pension policy number could not have been entered on a separate report after its expiry, and a new pension policy number should have been used on the report. Because, after the annual change, the policy is compared with the reporting month, the pension policy number valid during the reporting month in question can be used.

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

**Annual changes 2022: The pension policy number entered on a report must be valid in the given reporting period (PaymentMonth).**

**On the employer's separate report, 'Other payer details (PayerOther)' are added to the 'Payer details (Payer)' data group.**



## 2 EMPLOYER'S SEPARATE 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. 2022-04-01T15:39:41Z)
Data source (Source)	The software that generates the record
Record type (DeliveryDataType)	101 Employer's separate 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-2022-01-01-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)	Personal identity code (Finnish) (2)
Identifier (Code)	ddmmyy-1111
Record creator (DeliveryDataCreator)	
Identifier type (Type)	Personal identity code (Finnish) (2)
Identifier (Code)	ddmmyy-1111
Record submitter (DeliveryDataSender)	
Identifier type (Type)	Personal identity code (Finnish) (2)
Identifier (Code)	ddmmyy-1111
Contact persons for the record (ContactPersons)	
Reporting date (ReportDate)	
Payer details (Payer)	



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

## 2.2 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
E-mail address (Email)	test@example.com

## 2.3 Reporting date (ReportDate)

### Data group details:

Data designation	Description of the data
Reporting date (ReportDate)	2021-07-04

## 2.4 Payer identifiers (PayerIds)

### Data group details:

Data designation	Description of the data
Payer identifiers (PayerIds)	
Payer's identifier (Id)	
Identifier type (Type)	Personal identity code (Finnish) (2)
Identifier (Code)	ddmmyy-1111



**2.5 Other payer details (PayerOther)****Data group details:**

Data designation	Description of the data
Other payer details (PayerOther)	
Payer types (PayerTypes)	
Payer type (Code)	Household (2)

**2.6 Earnings-related pension insurances (PensionInsurances)****Data group details:**

Data designation	Description of the data
Earnings-related pension insurances (PensionInsurances)	
Earnings-related pension insurance (PensionInsurance)	
Pension provider code (PensionProvdCode)	Select the earnings-related pension provider and use the two-digit pension provider code (e.g. 01)
Pension policy number (PensionPolicyNo)	A generic pension policy number provided by the pension insurance company (e.g. 01-2345678T)



## 2.7 Occupational accident insurances (AccidentInsurances)

### Data group details:

Data designation	Description of the data
Occupational accident insurances (AccidentInsurances)	
Occupational accident insurance (AccidentInsurance)	
Occupational accident insurance company identifier (AccInsProvid)	
Identifier type (Type)	Business ID (1)
Identifier (Code)	1234567-8
Occupational accident insurance policy number (AccInsPolicyNo)	123456789-123

## 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 Reporting period (PaymentMonth)

### Data group details:

Data designation	Description of the data
Reporting period (PaymentMonth)	
Payment month (Month)	6
Payment year (Year)	2022

## 2.10 Income types (Transactions)

### Data group details:

Data designation	Description of the data
Income types (Transactions)	
Income type data (Transaction)	
General details on the income type (TransactionBasic)	
Income type code (SummaryTransactionCode)	102
Amount (Amount)	45.90



### 3. XML record structure

```
<psrtir:PayerSummaryReportsRequestToIR xmlns:xsd="http://www.w3.org/2001/XMLSchema" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xmlns:psrtir="http://www.tulorekisteri.fi/2017/1/PayerSummaryReportsToIR">
```

```
  <DeliveryData>
```

```
    <Timestamp>2022-07-04T21:08:19.740000+02:00</Timestamp>
```

```
    <Source>The software that generates the record</Source>
```

```
    <DeliveryDataType>101</DeliveryDataType>
```

```
    <DeliveryId>record_reference-2022-01-01-abc</DeliveryId>
```

```
    <FaultyControl>1</FaultyControl>
```

```
    <ProductionEnvironment>>false</ProductionEnvironment>
```

```
    <DeliveryDataOwner>
```

```
      <Type>2</Type>
```

```
      <Code>ddmmyy-1111</Code>
```

```
      <CountryCode>FI</CountryCode>
```

```
    </DeliveryDataOwner>
```

```
    <DeliveryDataCreator>
```

```
      <Type>2</Type>
```

```
      <Code>ddmmyy-1111</Code>
```

```
      <CountryCode>FI</CountryCode>
```

```
    </DeliveryDataCreator>
```

```
    <DeliveryDataSender>
```

```
      <Type>2</Type>
```

```
      <Code>ddmmyy-1111</Code>
```

```
      <CountryCode>FI</CountryCode>
```

```
    </DeliveryDataSender>
```

```
    <ContactPersons>
```

```
      <ContactPerson>
```

```
        <Name>First name Last name</Name>
```



```
<Telephone>040-1234567</Telephone>
<Email>test@example.com</Email>
</ContactPerson>
</ContactPersons>
<ReportDate>2021-07-04</ReportDate>
<Payer>
  <PayerIds>
    <Id>
      <Type>2</Type>
      <Code>ddmmyy-1111</Code>
    </Id>
  </PayerIds>
  <PensionInsurances>
    <PensionInsurance>
      <PensionProvIdCode>01</PensionProvIdCode>
      <PensionPolicyNo>01-2345678T</PensionPolicyNo>
    </PensionInsurance>
  </PensionInsurances>
  <AccidentInsurances>
    <AccidentInsurance>
      <AccInsProvId>
        <Type>1</Type>
        <Code> 1234567-8</Code>
      </AccInsProvId>
      <AccInsPolicyNo>123456789-123</AccInsPolicyNo>
    </AccidentInsurance>
  </AccidentInsurances>
  <PayerOther>
```



```
<PayerTypes>
  <Code>2</Code>
</PayerTypes>
</PayerOther>
</Payer>
<Reports>
  <Report>
    <ReportData>
      <ActionCode>1</ActionCode>
      <ReportId>reference-identifying-the-report-01</ReportId>
    </ReportData>
    <PaymentMonth>
      <Month>6</Month>
      <Year>2022</Year>
    </PaymentMonth>
    <Transactions>
      <Transaction>
        <TransactionBasic>
          <SummaryTransactionCode>102</SummaryTransactionCode>
          <Amount>45.90</Amount>
        </TransactionBasic>
      </Transaction>
    </Transactions>
  </Report>
</Reports>
</DeliveryData>
</psrtir:PayerSummaryReportsRequestToIR>
```

