

Allianceonline BUSINESS Payroll Module

Payroll - Upload File Format

Field name	Type	Length	Remark
1.1 Record Type	char	1	Header Section (Value is 'H')
1.2 File Name	char	8	Name of file (Value is 'PAYROLL')
1.3 Debit From	num	15	Employer account number where amount is to be debited
1.4 Company ID	char	3	Company ID
1.5 Month	num	6	Month of Contribution (yyyymm)
1.6 Payment Frequency	char	1	'W' : Weekly 'F' : Fortnightly 'M' : Monthly 'O' : Others
1.7 Payment Period	num	1	Denotes the specific week/fortnight Weekly : Week 1,2,3,4,5 Fortnightly : Fortnight 1 or 2 Monthly : 1 Others : 1,2 or 3

Field name	Type	Length	Remark
2.1 Record Type	char	1	Details Section (Value is 'D')
2.2 Employee ID	char	10	Employee ID
2.3 Employee NRIC No.	char	12	Employee IC Number
2.4 Employee Name	char	34	Employee Name
2.5 Credit To	num	20	Employee account number where amount is to be credited.
2.6 Salary Amount	dec	16,2	Employee salary amount
2.7 Bic Code	char	11	Bank Identifier Code for Employee Bank
2.8 Reference ID	char	22	Reference ID
2.9 Execute Date	date	10	Execute Date (dd/mm/yyyy)
2.10 Validation ID Type	char	1	Type of Validation ID
2.11 Beneficiary's Validation ID	char	20	Beneficiary's ID to be validated

Field name	Type	Length	Remark
3.1 Record Type	char	1	Trailer Section (Value is 'T')
3.2 Number of Employees	num	-	Total number of employees
3.3 Total Employees' Salary	dec	16,2	Total employees' salary amount (Must be in decimals)

Notes:

1. Validation ID Type

Blank - If Validation ID is not required

1 – If Validation ID is New IC

2 – If Validation ID is Old IC

3 – If Validation ID is Business Registration No

4 – If Validation ID is Police No / Armed Forces No / Passport

2. Beneficiary's Validation ID

Blank - if Validation ID Type (field 2.10) is Blank; otherwise, it should contain the ID to be validated.