



Workforce Solutions Brief



Good News...InfiniTime 7.06c Released! PSI's Workforce Time & Labour Management (TLM) Solution



Inception has recently released the latest version of InfiniTime! This latest update resolves some minor bugs and glitches and looks to be the best InfiniTime build yet! Version 7.06 enables the InfiniTime software to be cross-browser compatible; it now works not only with Internet Explorer but also Mozilla Firefox, as well as Apple Safari. Testing confirms that Safari will perform the best out of the current generation of browsers, but the much anticipated Internet Explorer 9 may yet change that.

This release brings us another step closer to upgrading our shared server to the latest version of InfiniTime. The latest version is currently deployed on several standalone servers, and we hope to be on the new version by mid-summer.

Payroll Technology—New Challenges

Payroll Compliance:

The objective of the payroll process is to pay employees accurately, on time and in compliance with legislative requirements. These are areas that lend themselves well to bench-

marking, resulting in best practice development. Best practices will continue to evolve with the introduction of new legislation, new technology, company policies, collective agreements and compensation trends. The practice to be implemented depends on the needs of the organization and its current challenges.

Legislative compliance is a significant and crucial part of a payroll professional's job, and the legislation is constantly changing. As compensation systems become more sophisticated, it is important to ensure a thorough understanding of the change and then accommodate the change in the most efficient manner. Payroll professionals need to have the skills, knowledge and ability to work effectively and act responsibly with changing needs and the latest technologies.

Payroll Solutions International Inc. (PSII) SAS70 Audit

Payroll Solutions International is extremely pleased to be currently undertaking a "Statement on Auditing Standards No. 70" (known as SAS70) audit. What does this mean?? SAS70 is the American equivalent of the CICA5970 (Canadian Institute of Chartered Accountants 5970 standard). The accounting standard pertains to service organizations such as PSI who host or process data belonging to their customers. The standard is also an important part of the reporting of internal controls in financial reporting. It creates a uniform method to evaluate all service providers and then provides existing or potential customers with additional confidence in their provider.

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These standards assess the kinds of control measures in place to ensure, preserve and protect the integrity of the data. This is an important piece of certification much like the "Good Housekeeping Seal of Approval". It assures our clients that we have taken all the appropriate measures to safeguard their data. The process requires an independent certified auditor to assess whether our practices meet the standard. This kind of scrutiny is important to third party payroll providers such as ourselves.

Payroll Solutions International is confident that our upcoming audit will be successful and look forward to sharing our results to further demonstrate our commitment to excellence in customer service.

Bill 168 comes into force June 15, 2010!

[Bill 168](#), *An Act to amend the Occupational Health and Safety Act with respect to violence and harassment in the workplace and other matters* is intended to extinguish or at the very least diminish the threat of workplace violence and harassment.

This legislation requires employers to complete an audit of the potential workplace threats to their employees and then create plans to mitigate these threats. According to the legislation employers will need:

- Violence and harassment policies and programs
- Employee reporting and incident investigation procedures
- Emergency response procedures (violence only)
- Process to deal with incidents, complaints and threats of violence

Ensure your organization is prepared with appropriate policies and procedures and that

your employees are aware of and understand the impact of this new initiative, including training on where and how to access your corporate information!

What you need to know about HST

The Harmonized Sales Tax (HST) replaces the Federal Goods and Services Tax (GST) and the Provincial Retail Sales Tax (PST) in the provinces of Ontario and British Columbia on July 1, 2010. The HST effectively combines the two taxes into one new tax and shifts the responsibility to one level of government (federal). The two provinces making the change are transferring the taxing responsibility to the Canada Revenue Agency. The new rate is 13% and taxes most goods and services, with a few exceptions in the areas of some funeral services, health care services and organizations with less than \$30,000 of annual sales.

The tax is applied to all goods with the exception of health products, classic food supplies, children's products and feminine products.

Businesses and organizations with more than \$30,000 of revenue or sales may now claim the HST they pay on goods and services as an Input Tax Credit (ITC). While this will reduce costs over time, the consensus is that HST will be inflationary for a one year period due to the tax being applied to items not previously taxed.

For more information, visit Ontario Ministry of Revenue:

["Tax Changes You Should know About"](#)

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2010 Events Calendar

Don't miss us in **Booth #703** at the [Canadian Payroll Association \(CPA\) 2010 Conference & Trade Show](#) in Toronto at the Westin Harbour Castle, July 6-9!

June 2010 Dates to Remember

Canada:

Father's Day — June 20/10 (Non-Stat)
Summer Solstice Begins — June 21/10
St. Jean Baptiste (Quebec) — June 24/10

United States:

No Stat Holidays
Flag Day — June 14/10
Father's Day — June 20/10 (Non-Stat)
Summer Solstice Begins — June 21/10

Recent Press

[Payroll Solutions International \(PSI\) Upgrades to New Version of PaySolution™ Software](#)

[Payroll Solutions Canada \(PSC\) and Payroll Solutions International Inc.\(PSII\) Amalgamate](#)

[Payroll Solutions International \(PSI\) Workforce Time and Labour Management \(TLM\) V7.06 Released](#)

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Do you have any questions or comments on this brief or suggestions for future topics?
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