



EmployeeConnect

Work. Flow. Smarter.

**Employee data that can be manually
changed by Admin users that will push
to integrated payroll platforms**

EmployeeConnect has intentionally been designed for *all* data changes to be initiated, approved, validated and tracked via a change action request form and workflow process, preventing unsolicited changes.

Note:

Please read the following information carefully, to ensure the flow of data between EmployeeConnect and integrated payroll platforms is understood. Unless explicitly mentioned in this document, all other data changes in the system *must* be initiated, approved, validated and tracked via a change action request form and workflow process in order to be pushed to integrated payroll platforms.

The following fields can be manually changed by Admin users to save time (via the HR > People menu) and said changes will push to integrated payroll platforms, *without* a change action request and workflow being initiated.

- First Name
- Last Name
- Gender
- Date of Birth
- Address Line 1
- Address Line 2
- Suburb
- City
- State
- Postcode
- Country

For more information on how your integrated payroll platform works with EmployeeConnect, please refer to the relevant specifications document, found on the [EmployeeConnect Knowledge Base](#).