

KeyPay: EmployeeConnect Integration Specifications

New Employees						Existing Employees							
Category	Field Name in EC	Field Name in KeyPay	Push	Pull	Limitations	Category	Field Name in EC	Field Name in KeyPay	Push	Pull	Limitations		
Personal	Person ID		N/A	N/A	EC Syncs with KeyPay Internal ID. EC Person ID does NOT match KeyPay Internal ID.	Personal	Person ID		N/A	N/A	EC Syncs with KeyPay Internal ID. EC Person ID does NOT match KeyPay Internal ID.		
	First Name						First Name						
	Last Name						Last Name						
	Title						Title						
	DOB						DOB						
	Gender				List values maintained in KeyPay.		Gender						
	Address Line 1	Residential Address Line 1					Address Line 1	Residential Address Line 1					
	Address Line 2	Residential Address Line 2					Address Line 2	Residential Address Line 2					
	Suburb						Suburb						
	State						State						
	Postcode						Postcode						
	Country			N/A	N/A		Default hard coded in EC to "Australia".	Country			N/A	N/A	Default hard coded in EC to "Australia".
	Personal Email Address	Email					Personal Email Address	Email					
	Work Email Address						Work Email Address						
	WorkPhone	Work Phone					WorkPhone	Work Phone					
WorkMobile					WorkMobile								
Personal Phone	Home Phone				Personal Phone	Home Phone							
Personal Mobile	Mobile Phone				Personal Mobile	Mobile Phone							
Company ID					Company ID								
Employment	Work Type	Employment Type			List values maintained KeyPay. Only synced with Primary Agreement. If the Work Type in EC is blank, "Full Time" will be pushed to KeyPay.	Employment	Work Type	Employment Type			List values maintained KeyPay. Only synced with Primary Agreement.		
	Hire Date	Start Date					Hire Date	Start Date					
	Pay Frequency				List values maintained in KeyPay. Only synced with Primary Agreement.		Pay Frequency					List values maintained in KeyPay. Only synced with Primary Agreement.	
	Work Hours	Hours Per Week					Work Hours	Hours Per Week					
	Work Period		N/A	N/A	KeyPay does not support different work periods, only weekly.		Work Period		N/A	N/A	KeyPay does not support different work periods, only weekly.		
	Termination Date						Termination Date						
Pay	Annual Salary				Unit always pushed as "per Annum".	Pay	Annual Salary						
	Hourly Rate						Hourly Rate						
	TFN						TFN						
	Tax Declarations			N/A	Ensure 'Confirm Transactions' functionality is enabled in EC.		Tax Declarations						
	Superannuation Details						Superannuation Details						
Payslips		N/A		File format = KeyPay Payslip PDF.	Payslips		N/A			File format = KeyPay Payslip PDF.			
Banking	Number of Bank Accounts Supported				KeyPay supports first three banks accounts via integration.	Banking	Number of Bank Accounts Supported				KeyPay supports first three banks accounts via integration.		
	Allocation Type / Account Split				KeyPay supports dollar amounts, percentages and remaining balance. If one of the first three bank accounts in KeyPay has an allocation type of 'remaining', the equivalent percentage will be applied in EC. If one of the first three bank accounts in KeyPay has an allocation type of 'percentage' the sum of the allocated percentage should total to 100 in the first three bank accounts.		Allocation Type / Account Split				KeyPay supports dollar amounts, percentages and remaining balance. If one of the first three bank accounts in KeyPay has an allocation type of 'remaining', the equivalent percentage will be applied in EC. If one of the first three bank accounts in KeyPay has an allocation type of 'percentage' the sum of the allocated percentage should total to 100 in the first three bank accounts.		
	BSB						BSB						
	Account Name						Account Name						
	Account Number						Account Number						
	Reference		N/A	N/A	KeyPay does not have an equivalent 'reference' field.		Reference		N/A	N/A	KeyPay does not have an equivalent 'reference' field.		
Leave	Leave Balances		N/A			Leave	Leave Balances		N/A				
	Leave Requests		N/A	N/A			Leave Requests		N/A	N/A			
	Leave Reversals		N/A	N/A			Leave Reversals		N/A	N/A			
Timesheets			N/A	N/A		Timesheets				N/A	Timesheet sync between EC and KeyPay dependent KeyPay configuration. Job Cost Code, Pay Rate and Allowances must be configured on EC timesheets to mirror KeyPay configuration.		
	Pay Rate	Work Type	N/A	N/A			Pay Rate	Work Type		N/A	List values maintained in KeyPay.		
	Allowances	Work Type	N/A	N/A			Allowances	Work Type		N/A	List values maintained in KeyPay.		
	Job Cost Code	Locations	N/A	N/A			Job Cost Code	Locations		N/A	List values maintained in KeyPay.		
Expenses	Expense Claims					Expenses	Expense Claims						

Legend		
N/A	Yes	No