

# Comply First Time

## Automating

Payroll Tax

Vendor Management

Workers' Compensation

GST



# What is CFT?

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Comply First Time (CFT) is an end-to-end, automated Employment Taxes and GST solution that is customised to your needs. From the automated extraction of data, to the calculation and lodgement of your monthly and annual Employment Taxes compliance obligations, it enables you to gain comfort over the integrity of amounts reported to the various State Revenue and Workers' Compensation authorities through the use of data analytics and automation.

CFT takes the form of a web enabled interface linking to a Microsoft SQL server database that is hosted on your intranet server (or a third party cloud). Importantly, there is no need to alter your current systems as CFT uses the data feeds extracted from your source payroll systems to prepare and analyse the Employment Taxes compliance obligations.

With increasing audit activity from the ATO and State Revenue Offices, accuracy and timely compliance has never been more important.



# Modules of CFT



## *Payroll Tax*

The payroll tax module allows you to automate the generation of monthly and annual payroll tax returns. Once these returns have been reviewed and signed off, they can then be lodged electronically with the individual jurisdictions via SBR.



## *Workers' Compensation*

The workers' compensation module automates the calculation of an employers rateable remuneration for the purposes of preparing the annual workers' compensation declarations.



## *Vendor Management*

The Comply First Time vendor management module is a solution that will automate management of vendor related tax obligations, including employee/contractor classification and associated payroll tax, workers' compensation, superannuation guarantee and taxable payment reporting. This will improve assurance that the vendor payments reported to the Australian Taxation Office and State Revenue authorities are correct.



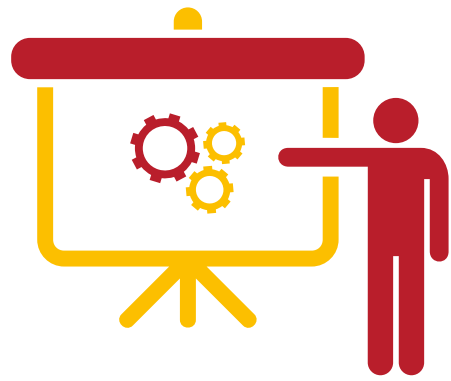
## *GST*

Comply First Time automates the calculation of your GST compliance obligations. You will be able to identify and address compliance risks in real time, reduce re-work and minimise the errors that can lead to amended assessments and under or overpayments of GST.

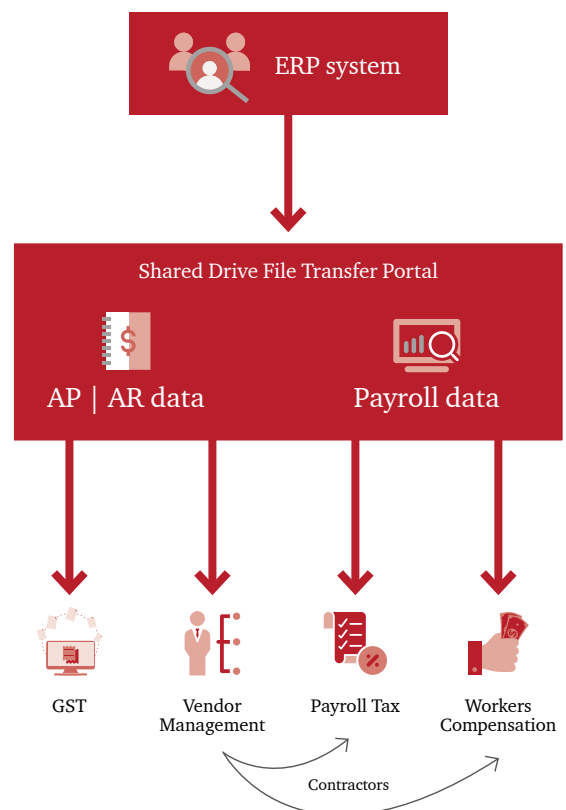
The implementation of Comply First Time will not affect or alter your current or future systems. Rather, it will use outputs from those systems to calculate your indirect tax obligations.

# Key features of CFT

- Automatic upload of data from your ERP system and into CFT, allowing for automatic generation of payroll tax returns and workers' compensation declarations.
- Integration with the state revenue authorities' SBR filing portal for automatic lodgement (for the payroll tax module). Currently available in VIC, NSW, WA, QLD, TAS and SA with the other jurisdictions to follow shortly.
- Graphical trending, variance analysis and reconciliations reports.
- Fully customisable and in-depth data analytics and exception testing.
- Detailed payroll information to enable efficient identification of errors.
- User access levels and Single Sign On functionality for greater security measures.
- In-depth audit trail of payroll tax return and workers' compensation workings and notes.
- Full audit trail of decisions made in relation to the management of your vendors and potential Employment Taxes obligations.



- Software sits outside of source systems which keeps system changes or upgrades easily manageable and allows for data from multiple sources to be seamlessly integrated and managed.
- Direct link to data from source systems to ensure data integrity and reduce risk of errors.





# Why it is time to invest in a sophisticated, integrated employment tax software solution?

- How long do you spend manually analysing data in order to arrive at the final figure?
- Do you struggle to resource the staff required, to meet your employment tax and GST obligations?
- Do you focus on just getting the return filed rather than ensuring the most tax efficient positions have been adopted?

Automating your employment tax and GST obligations through CFT can assist with a range of issues, whilst realising efficiencies and reducing time, risk of error and creating tax savings to reduce overall tax liabilities.

## *Benefits of CFT*



Reduce compliance time by automating your entire indirect tax management process



Minimise risk of errors caused by manual processes



Utilise tailored data analytics to assist with management functions, and identify tax overpayments and underpayments



Allow for risk assurance, by reducing the risk of revenue authority exposure and improving internal audit controls, by using testing used by auditors.

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