

A common Guide

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1. Common errors on 2004-05 statistics reports.

Statistics reports with details of errors were issued to developers in the week ending 23 September 2005. We have received a number of queries about these errors and the following list has been compiled to help developers to understand why certain entries failed validation. This list is by no means exhaustive and merely tries to highlight the more common errors.

Forename <Fore>	Only characters defined in the schema should be used i.e. A-Z upper or lower case, hyphen or apostrophe. A space character is not allowed in the Forename entry, second forenames should be included in a separate <Fore> element.
Surname <Sur>	Only characters defined in the schema should be used i.e. A-Z upper or lower case, digits 0-9, comma, period, forward slash, ampersand, hyphen, space, apostrophe and brackets.
Common reasons for failure :	
`	this is not an apostrophe
.	full stop
,	comma
_	underscore
()	brackets
/	slash
0	zero (in place of O)
1 2 3	numbers
*	asterisk
?	question mark

Tax codes	Must be a minimum of 2 characters and a maximum of 7, i.e. 451L. A leading zero is only allowed with 0T.
Common reasons for failure :	
K after number	i.e. 123K - should be K123
DO & OT	should be D0 & 0T (0 zero not O alpha)
Leading zeros	00495L should be 495L
Leading zeros after K	K00123 should be K123
H codes	456H no longer valid
W, X, WK1, /1	examples of letters shown after code to denote week 1 basis i.e. 345LWK1. None of these are allowed.
NI is a payroll indicator. It is not a valid code	

National Insurance Numbers <NINO>	The NINO must follow the acceptable format as shown in the EOY schema i.e. 2 alpha (AA) 6 digits (123456) 1 alpha (A, B, C, D or space) "AA123456A" or "BB123456" (the suffixes M, F and P will not be allowable after 2004/05)
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Other reasons for failure:
Invalid prefixes not in accordance with the published list given in appendix 3 of the 2004-05 PAYE End-of-Year business rules.
Temporary (TN) numbers e.g. TN111111F are not valid
Temporary (tax office) number e.g. 12J3456 are not valid
Field longer or shorter than 9 characters is not valid
NOTKNOWN or NOT KNOWN are not valid entries
Monetary fields
No leading zeros
Always include 2 decimal places
Whole pounds must enforce .00
No negative amounts allowed in positive only boxes
Calculated amounts and cross field validation errors
Commas not allowed
Address
Should be a Maximum of 4 lines <Line> plus <PostCode>
Should be a Maximum of 35 characters (including spaces) per <Line>
Invalid characters
No empty lines
Postcode Entries exceeding 8 characters, including spaces, are not valid
ECON & SCON
Incorrect or missing

Date of birth <DOB>
Only genuine dates are allowed - there is no 31 June, there are only 12 months in a year etc.
Future dates are not allowable.
Checklist items
Missing
P35 summary items
Missing

2. TPVS reset

TPVS reset :
The EOY re-set/delete function where developers can remove old test data has not been available since 11/3/05. We are planning to release a fix by the 26 October 2005.

3. Government Gateway submissions

Government Gateway submissions:
When you submit a return to the Government Gateway, whether to the "live" service or VSIPS, a "conversation" should take place between your application and the gateway. This is covered in detail in the UK Online Document Submission Protocol. There is a brief guide to the steps involved in this process in the "How to use the test services" document at http://www.hmrc.gov.uk/ebu/payee_techpack/payee-usev6-5.pdf . This is in the "Generic PAYE documents and Government Gateway Submission Protocol" section of the End of Year 2005/2006 technical pack.

4. Secure Mailbox Service (SMS)

Secure Mailbox Service (SMS) :
We can now confirm the way forward with the cutover process from Gateway secure mail service to HMRC's Data Provisioning Service (DPS). The details of this are as follows: The business requirement for PAYE is that forms for the tax year 05/06 are posted to the new system, whilst forms relating to the 04/05 tax year are posted to the existing Gateway SMS. This means that: Bulk P9s in February '06 will be issued to the new DPS only All other outgoing forms, e.g. SL1, SL2, P6 and other notifications will continue to use Gateway SMS until April '06. From April '06 all outgoing forms will be issued to the new DPS and Gateway SMS will no longer be used.