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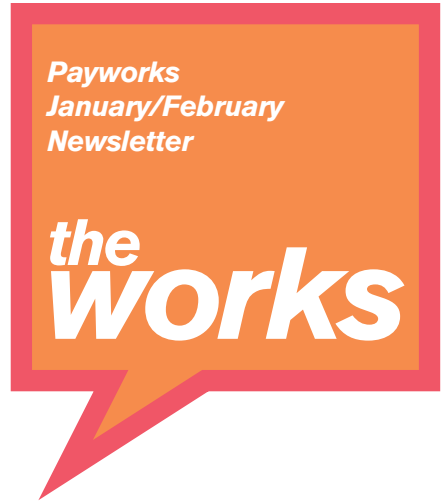
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What's New?

Payworks Highlights

Minimum Wage Increase

Minimum wage rates in Quebec will increase on May 1, 2012.

The general minimum wage will increase from \$9.65 to \$9.90 per hour, and tipped minimum wage will increase from \$8.35 to \$8.55 per hour.

HRMS and Recruitment Product Enhancements

Payworks has released enhancements to the Human Resources Management System (HRMS) and Recruitment modules. The HRMS enhancement allows users to view and rehire Previous Year Terminated (PYT) employees.

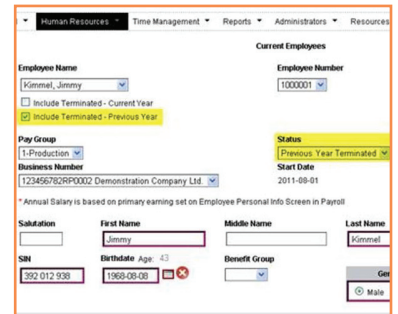
Features include:

- Activate the viewing of PYT employees from the Human Resources > Employee Demographics > Current Employee screen.
- Once the feature has been activated, PYT employees will be highlighted in the Employee Name dropdown list in a red font colour.
- PYT employee data can be viewed on any HRMS screen. Data can be viewed, but not added to or changed.
- PYT employees can be rehired from the Hire Wizard screen. Data can not be changed.

Enhancements were also made to the Applicant Search feature in the HRMS Recruitment module. These enhancements include:

- New date selection calendars to the search criteria screen.
- Reconfiguration of the Applicant Search Table, including the addition of a check box and an "Employee Status" column.
- A new "Delete" button has been added. This button allows users to selectively delete Applicant data using a check box.

For more information, please view the complete product bulletins in the Company Bulletins section of the Payworks Portal Page.



Get to Know Them

Get to know your Client Service Representative

Jenn Ng (Jenn Rempel) has worked for the Payworks National Service Centre since September of 2010. She assists approximately 240 clients as a Small Business Customer Service Representative.

Jenn used to work in the restaurant industry and payroll was a part of her job, but she was looking for a career change. She happened to drive by the Payworks National Service Centre in Winnipeg, thought she would apply, and the rest is history!

Jenn says that the best thing about working for Payworks is "the variety of work. Everyday is different, for the most part. I enjoy talking to some of my clients that are from all over the world, hearing more about their families,

and building a rapport with them. Sometimes it can be hard to give them away when they are reassigned!"

When Jenn isn't at work, she is likely to be found outside in the yard or listening to music. She enjoys spending time with her family (close and extended), especially with her nephews who adore their favourite auntie! Jenn's new husband is Filipino (they were married on September 17, 2011), and his culture is very family-oriented. Jenn is trying to learn her husband's native language, Tagalog, but is finding it very difficult. They have three fish.

Jenn's most time-consuming hobby is looking for a house; a challenge in Winnipeg's real-estate market! Good luck in the house-hunt!



Jenn Ng (Jenn Rempel)
Small Business Customer Service Representative with her husband on their wedding day and on honeymoon.

Ensuring Compliance

2012 Payroll Legislation Updates

All 2012 legislative updates and TD1 forms are available on the Payworks website under the Resources tab, and have been compiled into the 2012 Payroll Guide.

The 2012 Payroll Guide is available on the Payworks website and on the web portal for download. Updates include:

Canada/Quebec Pension Plan (C/QPP)

- The maximum pensionable earnings have been increased from \$48,300 to \$50,100.
- The maximum contributory earnings have been increased from \$44,800 to \$46,600.
- The contribution rate remains at 4.95%.
- The maximum employee/employer contribution has been increased from \$2,217.60 to \$2,306.70.

Employment Insurance (EI) (Non-Quebec Employee)

- The maximum insurable earnings have increased from \$44,200 to \$45,900.
- The employee contribution rate has increased from 1.78% to 1.83%.
- The employer contribution rate has increased from 2.492% to 2.562%.
- The maximum employee contribution has been increased from \$786.76 to \$839.97.
- The maximum employer contribution has been increased from \$1,101.46 to \$1,175.96.

Employment Insurance (EI) (Quebec Employee)

- The maximum insurable earnings have increased from \$44,200 to \$45,900.
- The employee contribution rate has increased from 1.41% to 1.47%.
- The employer contribution rate has increased from 1.974% to 2.058%.
- The maximum employee contribution has increased from \$623.22 to \$674.73.
- The maximum employer contribution has increased from \$872.51 to \$944.62.

Quebec Parental Insurance Plan (QPIP)

- The maximum insurable earnings have increased from \$64,000 to \$66,000.
- The employee contribution rate has increased from 0.537% to 0.559%.
- The employer contribution rate has increased from 0.752% to 0.782%.
- The maximum employee contribution has increased from \$343.68 to \$368.94.
- The maximum employer contribution has increased from \$481.28 to \$516.12.

Worker's Compensation Filing Deadlines/Assessable Earnings 2012

Province	Filing Deadline	Max. Assessable Earnings
BC	Last day of February (quarterly); March 1-15 (yearly)	\$73,700
AB	Last day of February	\$86,700
SK	Last day of February	\$55,000
MB	Last day of February	\$104,000
ON	March 31	\$81,700
QC	March 15	\$66,000
NB	Last day of February	\$58,100
NS	Last day of February	\$53,900
PE	Last day of February	\$49,300
NL	Last day of February	\$52,885
YT	Last day of February	\$80,024
NT	Last day of February	\$82,720
NU	Last day of February	\$82,720

Pension Adjustment (PA) limits 2011

- The annual contribution limit for Defined Contribution RPPs (Money Purchase) is \$23,820.
- The annual contribution limit (one half of money purchase limit) for DPSPs is \$11,910.
- The annual contribution limit for RRSPs is \$22,970.
- The annual contribution limit for Defined Benefit RPPs is \$23,220.

Federal and Provincial TD1 and Quebec TP-1015.3-V Basic Personal Amounts

Province or Territory	Basic Personal Amount
Federal	\$10,822
British Columbia	\$11,354
Alberta	\$17,282
Saskatchewan	\$14,942
Manitoba	\$8,634
Ontario	\$9,405
Quebec	\$10,925
New Brunswick	\$9,203
Nova Scotia	\$8,481
Prince Edward Island	\$7,708
Newfoundland	\$8,237
Yukon	\$10,822
Northwest Territories	\$13,280
Nunavut	\$12,211

2012 Statutory Holidays

New Year's Day	Jan 1
Financial Institutions Closed	Jan 2
Traditional Holiday (QC)	Jan 2
Family Day (AB, SK, ON)	Feb 20
Louis Riel Day (MB)	Feb 20
Islander Day (PE)	Feb 20
Heritage Day (YT)	Feb 24
Good Friday	Apr 6
Easter Monday (NU)	Apr 9
Victoria Day	May 21
Aboriginal Day (NT)	Jun 21
St. Jean Baptiste observed (QC)	Jun 25
Discovery Day (NL)	Jun 25
Canada Day	Jul 1
Financial Institutions Closed	Jul 2
Nunavut Day (NU)	Jul 9
Civic Holiday*	Aug 6
Discovery Day (YT)	Aug 20
Labour Day	Sep 3
Thanksgiving Day	Oct 8
Remembrance Day	Nov 11
Financial Institutions Closed**	Nov 12
Christmas Day	Dec 25
Boxing Day	Dec 26

*Holiday in BC, AB, SK, MB, ON, NT, NU, NB and NS.
Optional day at employer's discretion in AB.
**Offices closed in BC, AB, SK, NT, NU, YT, NB, & PE.

What's Up?

Come and stop by our booth at these upcoming conferences and tradeshows:

March 4-6

CRFA Show 2012
Canada's Foodservice Event of the Year
Tradeshow: March 4, 10:00 AM - 6:00 PM; March 5, 10:00 AM - 6:00 PM; and March 6, 10:00 AM - 4:00 PM
Direct Energy Centre
Exhibition Place, Toronto, ON
www.crfashow.ca

July

The Canadian Payroll Association
30th Annual Conference & Tradeshow
Tradeshow: July 3, 9:00 AM - 5:00 PM
Ottawa Convention Centre
Ottawa, ON
www.payroll.ca

At the CPA Conference, Payworks is sponsoring the Canadiana Snack Food Break, which takes place on Tuesday, July 3 from 2 PM - 4 PM.

