



Terminations

Course Overview

The one day termination workshop has been designed to give payroll officers a thorough and up-to-date knowledge of termination procedures from understanding legislation to calculating tax and completing required documentation.

Termination payments often pose a major hurdle for the payroll department.

- How do you tax entitlements?
- What is marginal tax?
- Classification of Employment Termination Payments
- How an employees age effects their termination payments
- Death of an employee

With the major changes to Employment Termination Payments in July 2007, the issues surrounding terminations have become more complex. This one day course demystifies this bewildering area and provides hands on experience of calculations.

Outline

1 Major Causes of Termination

2 Legal Aspects of Terminations

3 Termination Payments

- Unpaid Salary
- Leave Entitlements
- Employment Termination Payments
 - i. In Lieu of notice
 - ii. Severance Payments
 - iii. Ex Gratia Payments
 - iv. Sick Leave
 - v. RDOs

4 Classification of Employment Termination Payments

- transitional and non transitional

5 Taxation of Termination Payments

- Leave Entitlements
- ETPs
 - i. Invalidity
 - ii. Early Retirement Schemes
 - iii. Redundancy
 - iv. Pre 1/7/1983
 - v. Transitional
 - vi. Non-Transitional

6 Termination Documentation

- Transitional Pre-Payment Statement
- ETP Payment Summary

If you have any enquiries, please contact us.

5/37 Pitt Street, Sydney NSW 2000
Ph (02) 9258 2150
Fx (02) 9258 2155

1/616 St Kilda Road, Melbourne VIC 3004
Ph (03) 9614 0900
Fx (03) 9614 2227

training@payroll.com.au

