

Supplementary information for creating contributions data

Combined Aware Super accumulation

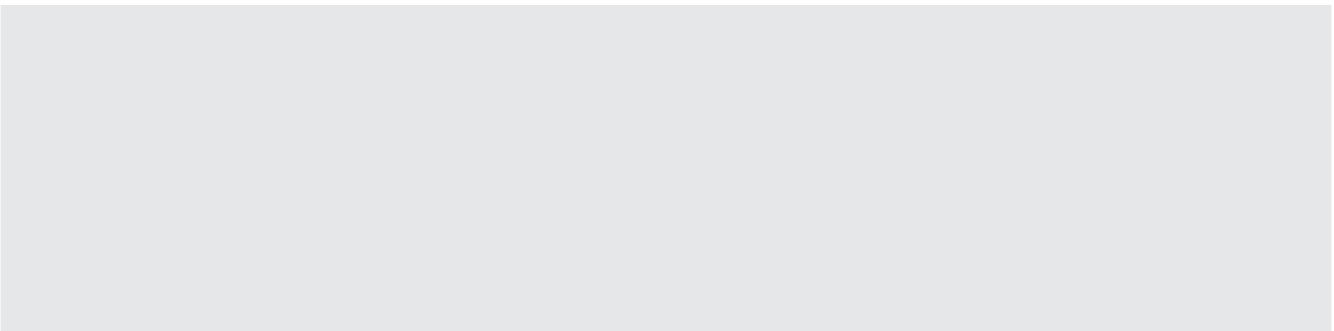
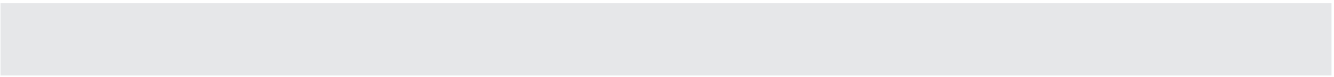
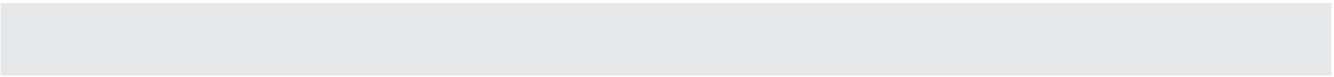
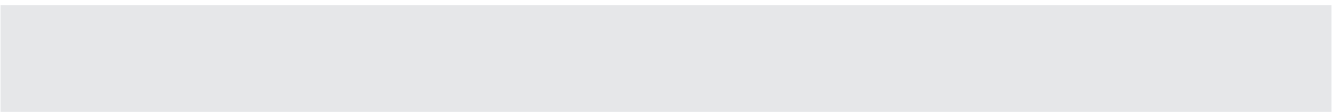
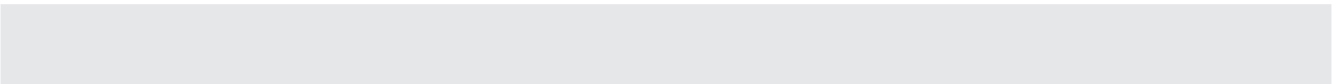
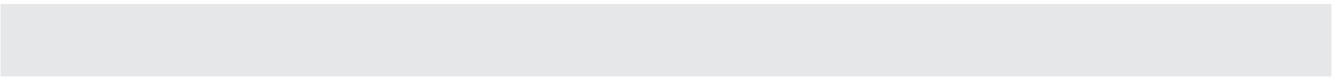
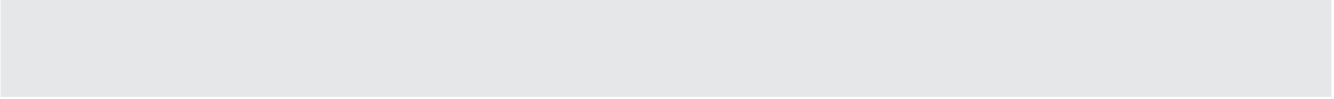
This document contains additional information about creating contributions data using the SuperStream Alternative File Format (SAFF) in conjunction with our clearing house, SuperChoice. SuperStream Alternative File Format (SAFF)

Prepared and issued by Aware Super Pty Ltd ABN 11 118 202 672, AFSL 293340
as trustee of Aware Super ABN 53 226 460 365
Unique Superannuation Identifier (USI) 53 226 460 365 001
MySuper Authorisation Number 53 226 460 365 073



Section	Purpose
Header	This section should be left blank
Sender	This section should be left blank
Payer	This section should be left blank
Payee/Receiver	<p>The Unique Superannuation Identifier (USI) field is required in this section to identify the superannuation fund product of each employee.</p> <p>Aware Super has 2 USI:</p> <ul style="list-style-type: none"> • Accumulation – 53226460365001 • Defined Benefit – 53226460365003 <p>One row should be entered for an employee per USI where that employee has both accumulation and defined benefit contributions</p>
Employer	This section is used to identify you – the employer.
Super Fund Member Common	<p>This section contains fields and is used to identify the employee for whom the contribution is paid.</p> <p>This section should be completed on every file.</p>
Super Fund Member Contributions	<p>This is used to identify contribution events (e.g. rollovers, transfers, etc.)</p> <p>This section should be completed on every file.</p>

Col	Column heading	Required Y/N	Notes
AO	Birth Date	Mandatory	The year, month and day the employee was born.
AP	Address Usage Code	Optional	Values are either "RES" if residenti-2.7e671 -18.728 re 181.765 551.88(3u O1.88(3u O



4. Super Fund Member Contributions section

This section provides information about the accumulation contributions for applicable employees.

Col	Column heading	Required Y/N	Notes
BF	Pay Period Start Date	Mandatory	Start date of the pay period the contributions relate to.
BG	Pay Period End Date	Mandatory	End date of the pay period the contributions relate to.
BH	Superannuation Guarantee Amount	Optional	Contribution made by an employer for the benefit of an employee as mandated by super guarantee legislation. HINT: This data field was known as SGC under our previous file format.
BI	Award or Productivity Amount	Optional	Contributions made by an employer for the benefit of an employee as mandated by an award or other industrial agreement.
BJ	Personal Contributions Amount	Optional	Additional employee contributions (after-tax). HINT: This data field was known as / / under our previous file format.
BK	Salary Sacrificed Amount	Optional	Additional employer contributions including Salary Sacrifice (before-tax). HINT: This data field was known as / / under our previous file format.

5. Super Fund Member Registration section – adding new members and changes to member details

This section provides information about joining a new employee as an Aware Super member. It is also used to make changes for an existing employee, including those employees who are already an Aware Super member but have changed employers to you.

Note: If you do not have data to enter into this section of the file (i.e. there are no new members or changes for existing members for the contribution period) then all fields (including monetary fields) must be left blank.

Col

Col	Column heading	Required Y/N	Notes
CM	Actual Periodic Salary or Wages Earned	Mandatory	<p>The actual gross salary as determined and advised by the employer each pay period.</p> <p>This includes the base rate of pay, and allowances which are ordinarily payable regularly and periodically (including shift and roster related payments), including certificate/qualification allowances and higher duties allowances for at least a 52 week period.</p> <p>Allowances that are excluded include reimbursement type allowances (e.g. uniform expense and travel allowances), and any allowances which are ordinarily not paid over a 52 week cycle or do not flow from regular rostered duty.</p> <p>HINT: This data field was known as <i>W</i> under our previous file format.</p>
CP	Service Fraction	Mandatory	<p>The ratio of actual hours to full-time hours during the contribution period (i.e. field CT/field CR). Expressed as a decimal</p> <ul style="list-style-type: none"> • 0 = not working • 1 = fulltime • any other decimal is a % of fulltime, (can be up to 3 decimal places e.g. 0.532) <p>HINT: This data field was known as <i>P</i> under our previous file format.</p>
CQ	Service Fraction Effective Date	Mandatory	<p>This should be used to show the effective date of column CP (Service Fraction). This should be the same as per field BG (Pay Period End Date).</p> <p>HINT: If submitting monthly, this date should be the last day of the month.</p>
CR	Full Time Hours	Mandatory	<p>The number of hours stipulated in the award/workplace agreement for a full-time position calculated for the contribution period.</p> <p>E.g. the award or workplace agreement for a full-time position is 38 hours per week and the contribution period is equal to two weeks, then Full Time Hours = 76.</p>
CS	Contracted Hours	Mandatory	<p>The number of hours stipulated in writing between the employee and the employer calculated for the contribution period.</p>
CS			

