

Inland Revenue

## Build Pack: Return Service— Employment Information

**Date:** 27/11/2023

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## SUMMARY OF CHANGES

### ACC Backdated Lump Sum Payment

09 November 2023

A new employee pay frequency will be added as part of April Release 2024 to allow Accident Compensation Corporation (ACC) to indicate when a backdated lump sum payment has been made on an EI return.

There will be no changes for other employers filing EI returns using Gateway Services. If the new pay frequency is used by anyone other than ACC, the pay frequency provided will be ignored.

### Amendments for EI.v2

30 November 2022

Changes to amendment methods as part of April Release 2023.

An EI return can be amended using reverse/replace method but only a specific line-item information has changed on the return. This behaviour causes down-stream impacts to the employees on the same return as the financial transactions are being reversed and replaced with no changes to the amounts. To avoid the unnecessary down-stream impact to the employees, the referenceId field will be a required field going forward for all file requests, which includes amendments. As a result of this change, the line number amendment method will become obsolete.

The following changes have been made to Employment Information-specific **ERROR CODES**, please refer to section 5 of this document for full list of responses:

Error code	Status	Description/ response message
<b>137</b>	Added	ReferenceId must be provided on all line items

### V2 SERVICE UPDATES

The following key changes have been made to the Employment Information Return Service in preparation for the update to v2.

Document section	Description
<b>3 Operations</b>	<ul style="list-style-type: none"> <li>Updated schema to say 'ReturnEI.V2.xsd', Common.v2.xsd, and ReturnCommon.v2.xsd</li> </ul>
<b>3.1 File</b>	<ul style="list-style-type: none"> <li>Requirement for amendReason and amendDetails changed to 'conditional'. If isAmended=true then amendReason and amendDetails are required. Otherwise empty values are required in the amendReason and amendDetails fields.</li> <li>Updated existing field employeePayFrequency from 'Optional' to 'Required'</li> <li>Added new optional field 'hoursPaid' (EI line item)</li> <li>Added two new optional fields 'priorPeriodGrossAdjustment' and 'priorPeriodPAYEAdjustment' (EI line items)</li> <li>Added two new optional fields 'totalPriorPeriodGrossAdjustment' and 'totalPriorPeriodPAYEAdjustment'</li> </ul>

Document section	Description
	<ul style="list-style-type: none"> <li>Added three new optional fields 'essEarnings', 'slcirDeductions', 'slborDeductions' (EI line items)</li> <li>Updated employeeName to allow 255 characters, previously this was 20</li> <li>Removed values from TaxCode table: ESS, SLCIR, SLBOR</li> <li>Added three new optional fields:               <ul style="list-style-type: none"> <li>totalESSEarnings</li> <li>totalSLCIRDeductions</li> <li>totalSLBORDeductions.</li> </ul> </li> <li>Added note to clarify use of childSupportCode</li> <li>Added note to clarify use of isNilReturn</li> <li>There is a behaviour change between EI v1 and EI v2. In EI v1, a return can be filed and then immediately amended after receiving a successful response. An EI v2, a return must be processed in order to be amended. Returns will process within five minutes.</li> </ul>
<b>3.3 Retrieve Return</b>	<ul style="list-style-type: none"> <li>New optional fields above will also be included in the Retrieve Return response</li> <li>Added note to Retrieve Return to clarify that it will return all existing fields on the return</li> </ul>
<b>3.4 Prepop</b>	<ul style="list-style-type: none"> <li>Updated employeeName to allow 255 characters, previously this was 20</li> </ul>
<b>4.3 Retrieve Status</b>	<ul style="list-style-type: none"> <li>Responses now include minorFormType</li> <li>SubmissionKey is now optional in the request body</li> <li>Now supports multiple return statuses (repeating elements)</li> </ul>

Document section	Description
<b>5.3 Employment Information-specific response codes</b>	<ul style="list-style-type: none"> <li>Added new response code 170: 'The provided tax code is invalid'. Used to detect when tax code supplied is either ESS, SLCIR or SLBOR.</li> <li>Added response code 144: Return being submitted</li> <li>Removed response code 166: EI temporarily locked for processing, not needed in V2</li> <li>Error code 136 added: Nil return not indicated despite missing line items.</li> </ul>

### Amendment scenarios—Differences between EI v1 and v2

Due to the introduction of Employment Information (EI) Gateway Service v2, there are specific rules that service providers must adhere to when submitting amendments for an existing EI return on a period. These rules apply both to EI returns submitted through Gateway Service v1, as well as returns that are submitted through EI Gateway Service v2.

In order to support amending prior EI returns, both EI v1 and EI v2 must be supported by service providers.

The EI version can be identified in the standard header's majorFormType field:

- EI version 1 = "EI"
- EI version 2 = "EI2".

Original Return	Amended Return (via Gateway)	Result	Action
<b>EI v1</b>	EI v1	Success	
	EI v2	Failure – EI v2 Response Code 169: Submitted incorrect EI version (please refer to EI v2 build pack for more information on this response code).	This action is not allowed. Returns submitted through EI v1 must be amended with EI v1.
<b>EI v2</b>	EI v1	Failure – EI v1 Response Code 169: Submitted incorrect EI version (please refer to EI v1 build pack for more information on this response code).	This action is not allowed. Returns submitted through EI v2 must be amended with EI v2.
	EI v2	Success	

---

## 1 Overview

### 1.1 This solution

Inland Revenue has a suite of digital services available for consumption by our service providers that support efficient, electronic business interactions with Inland Revenue. The Employment Information (EI) Return Service described in this build pack document forms part of a suite of Gateway Services.

This is a stand-alone document intended to provide the technical details required to support the end-to-end onboarding of Gateway Services. It describes the architecture of the technical solution, schemas, end points, sample payloads to use in non-production environments, and also its interaction with other build packs that cover different aspects of Gateway Services.

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Before continuing, please consult  
[www.ird.govt.nz/digital-service-providers/services-catalogue](http://www.ird.govt.nz/digital-service-providers/services-catalogue)  
for business-level context, use cases and links to relevant policy.  
The information available here explains how to integrate with  
Inland Revenue's services.

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### 1.2 Intended audience

The solution outlined in this document is intended to be used by technical teams and development staff. It describes the technical interactions, including responses, provided by the EI Return Service. The reader is assumed to have a suitable level of technical knowledge in order to comprehend the information provided.

### 1.3 Related services

The following application programming interfaces (APIs) complement this Gateway Service. Instructions on where to find the build packs for these services can be found in [section 4](#) of this document.

#### 1.3.1 Identity and Access Services (required)

The Identity and Access Services (IAS) are used to authenticate access. Authentication tokens will need to be retrieved via IAS prior to making calls to the Return Service.

This Return Service build pack was written using information from v1.5 of the IAS build pack.

#### 1.3.2 Intermediation Service (recommended)

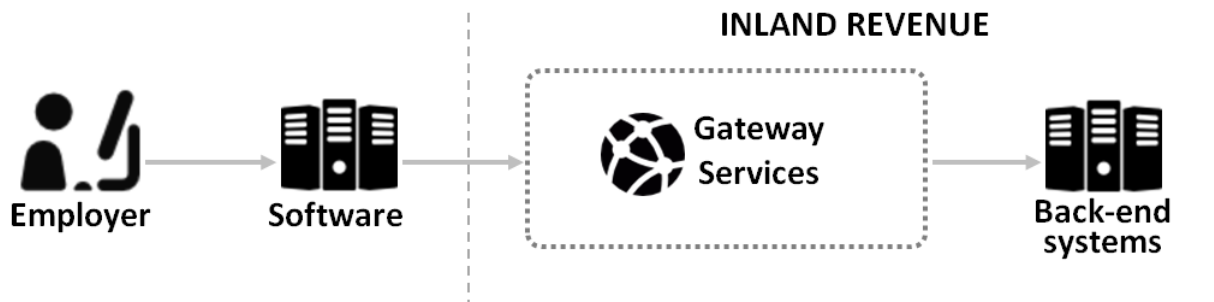
The Intermediation Service build pack supports software providers with the process of linking tax intermediaries (such as tax agents) to their clients so intermediaries can act on their behalf through the Return Service.

## 2 Solution design

### 2.1 Architecture

Inland Revenue's Gateway Services suite is used by approved service providers to facilitate everything from registration activities, filing returns, making payments and other service offerings to allow customers to interact with Inland Revenue.

The diagram below illustrates the flow of data from the customer to Inland Revenue.



The WSDLs for the Gateway Services define an 'any' XML request and response structure, which then relies on a group of XSDs to define the data structure of those requests and responses. Each request and response type will define a lower, 'wrapper' element.

Any malformed XML will instantly be rejected by the Gateway Services prior to any schema validation.

### 2.2 Service scope

This service supports the following operations:

- **File:** This service is used to submit a return to Inland Revenue for a customer.
- **Prepop:** This service is used by software to provide figures to assist in the calculation and display of return information prior to submission.
- **RetrieveStatus:** This service is used by software to return a status for a particular return.
- **RetrieveReturn:** This service retrieves a previously submitted return and the values associated to that return.

## 2.3 Messaging

All SOAP messages require a SOAP header and a SOAP body containing a structured XML payload. Correct values can be found in the relevant WSDL, the link to which is provided in section 4 of this document.

The Gateway Services allow the consumption of any structured XML payload but will be validated against the Inland Revenue-published XSDs.

This is a late binding validation, performed after authentication has been reviewed. The message structure of these services is a simple request/response. The XML request will be checked for well-formed XML before the schema validation. Responses to these requests will be in XML format as well and will be defined in the same schemas that define the requests.

Any XML submissions in the SOAP body that do not meet the provided schemas will not be accepted by the Gateway Services. Incorrect namespaces will also fail validation against the published schemas.

### Example SOAP request structure

```
<soap:Envelope xmlns:soap="http://www.w3.org/2003/05/soap-envelope"
  xmlns:ret="https://services.ird.govt.nz/GWS>Returns/"
  xmlns:prep="https://services.ird.govt.nz/GWS>Returns/:types/PrepopRequest"
  xmlns:a="http://www.w3.org/2005/08/addressing">
  <soap:Header>
    <a:Action>https://services.ird.govt.nz/GWS>Returns/Return/Operation</a:Action>
  </soap:Header>
  <soap:Body>
    <ret:Prepop>
      <ret:ReturnPrepopRequestMsg>
        <prep:PrepopRequestWrapper>
          <rc:formInfoRequest xmlns:xsi...
            <...PrepopFields...>
          </rc:formInfoRequest>
        </prep:PrepopRequestWrapper>
      </ret:ReturnPrepopRequestMsg>
    </ret:Prepop>
  </soap:Body>
</soap:Envelope>
```



## Example SOAP response structure

```
<s:Envelope xmlns:s="http://www.w3.org/2003/05/soap-envelope"
  xmlns:a="http://www.w3.org/2005/08/addressing">
  <s:Header>
    <a:Action s:mustUnderstand="1">
      https://services.ird.govt.nz/GWS>Returns/Return/FileResponse
    </a:Action>
  </s:Header>
  <s:Body>
    <FileResponse xmlns="https://services.ird.govt.nz/GWS>Returns/">
      <FileResult xmlns:b="https://services.ird.govt.nz/GWS>Returns/:types/FileResponse"
        xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <b:FileResponseWrapper>
          <fileResponse xmlns="urn:www.ird.govt.nz/GWS:types/Common.v2">
            <statusMessage>
              <statusCode>0</statusCode>
              <errorMessage></errorMessage>
              <errorDescription></errorDescription>
            </statusMessage>
          </fileResponse>
        </b:FileResponseWrapper>
      </FileResult>
    </FileResponse>
  </s:Body>
</s:Envelope>
```

Field	Description
<b>statusCode</b>	Status code of the submission
<b>errorMessage</b>	Where status code is not 0 – successful, error message will display along with the applicable response code
<b>errorDescription</b>	Only applicable to response code 134

## 2.4 Security

### 2.4.1 Information classification

The information exchanged via the Return Service has an information classification of **"IN CONFIDENCE"**. The following security standards therefore apply.

### 2.4.2 Transport layer security and certificates

Mutual Transport Layer Security (TLS) is implemented for this service. This requires the use of a publicly-issued X.509 certificate from one of the trusted certificate authorities. Please refer to the [Identity and Access Services](#) build pack for more details.

### 2.4.3 Ciphers

Inland Revenue currently supports TLS1.2 and TLS1.3. Please refer to [Identity and Access Services](#) build pack for supported ciphers.

#### 2.4.4 End points

There are two end points, which are summarised in the bullet points below (the table immediately afterwards provides more detail):

1. There is an end point to which service providers' centralised **cloud** locations can connect. This will require X.509 certificates for mutual TLS with an agreed common name, however certificates no longer need to be exchanged with Inland Revenue. On the cloud end point, Inland Revenue has controls to shield service providers from issues caused by heavy usage from other providers.
2. For service providers connecting from **desktops/native apps** that are unable to securely store certificates and access tokens. There is a separate end point that does not use mutual TLS and therefore does not require certificates. On the desktop end point, Inland Revenue has less ability to shield consumers of the service from heavy usage by others.

	End point for cloud-based connections	End point for desktop connections
<b>Purpose</b>	<ul style="list-style-type: none"> <li>Primary preferred end point to connect to from service providers for Gateway Services</li> </ul>	<ul style="list-style-type: none"> <li>Additional transitory end point provided to facilitate connecting from desktops which might be high volumes of sources addresses, transient DHCP addresses, not realistically associated with client-side TLS certificates, not individually onboarded to set up certificate trust</li> </ul>
<b>Client application type</b>	<ul style="list-style-type: none"> <li>Cloud applications</li> </ul>	<ul style="list-style-type: none"> <li>Desktop/native applications</li> <li>For connecting from multiple decentralised clients</li> </ul>
<b>Constraints</b>	<ul style="list-style-type: none"> <li>Only for source locations with client-side TLS certificates</li> <li>On the cloud end point Inland Revenue has controls to shield service providers from issues caused by heavy usage from other providers</li> </ul>	<ul style="list-style-type: none"> <li>Less scalable</li> <li>Subject to tighter security controls</li> <li>On the desktop end point Inland Revenue has less ability to shield consumers of the service from heavy usage by others</li> <li>OAuth2 refresh tokens will not be offered to desktop clients</li> </ul>
<b>Mutual TLS</b>	<ul style="list-style-type: none"> <li>Inland Revenue explicitly trusts the certificate the service provider associates with the TLS connection as client for Mutual TLS connections and uses it to identify the service provider in conjunction with the web service identification below</li> </ul>	<ul style="list-style-type: none"> <li>Server-side certificates only</li> </ul>

	End point for cloud-based connections	End point for desktop connections
<b>Minimum TLS version</b>	<ul style="list-style-type: none"> <li>1.2</li> </ul>	<ul style="list-style-type: none"> <li>1.2</li> </ul>
<b>URL</b>	<ul style="list-style-type: none"> <li>Contains .../gateway/..</li> </ul>	<ul style="list-style-type: none"> <li>Contains .../gateway2/..</li> </ul>
<b>Port</b>	<ul style="list-style-type: none"> <li>4046</li> </ul>	<ul style="list-style-type: none"> <li>443 (Default https port)</li> </ul>
<b>Web service consumer identification</b>	<ul style="list-style-type: none"> <li>To be identified in web service calls—each cloud application will be given client_id/client_secret credentials during onboarding to allow it to call this end point</li> </ul>	<ul style="list-style-type: none"> <li>Desktop clients will be given client_id/client_secret credentials in the same manner as cloud application clients. However, desktop clients will not be able to redeem refresh tokens to obtain a new OAuth token when it expires.</li> </ul>
<b>Firewalling in production</b>	<ul style="list-style-type: none"> <li>No IP address restrictions</li> <li>Access limited by certificate enrolment</li> </ul>	<ul style="list-style-type: none"> <li>No IP address restrictions</li> </ul>
<b>Firewalling in non-production environments</b>	<ul style="list-style-type: none"> <li>No IP address restrictions</li> <li>Access limited by certificate enrolment</li> </ul>	<ul style="list-style-type: none"> <li>Firewalled—IP whitelisting needed</li> </ul>

---

### 2.4.5 Authentication and authorisation

Authentication and authorisation are the mechanisms by which the consumer of the service is identified, and their access rights enforced. The Return Service uses the standard OAuth2 authorisation code flow. For instructions on how to acquire an OAuth access token, and the properties of this token (eg its expiry and refresh parameters) please refer to the Identity and Access build pack.

Authentication and authorisation are described in terms of two parties:

- **Consumer**—this is the party under whose identity the interaction is being transacted (the party who has been authenticated)
- **Resource**—this is the data entity/object being accessed (eg created, read, updated or deleted) via the service.

When using OAuth, the consumer is authenticated using their Inland Revenue myIR credentials and their access is authorised using the same access rights as myIR. For example, if a myIR user does not have permission to file a return online, they will not be able to file a return via Gateway Services either. This applies to users who are granted access as staff inside an organisation or as staff in a tax agency.

The following steps are applied by the Gateway Services when authorising access by the consumer to a resource:

1. If the consumer is the resource owner then access to the resource is authorised (ie the consumer is authorised to manage their own affairs).
2. Otherwise, if the consumer's myIR credential has been granted access to the resource, with the appropriate level of access, then access is authorised.
3. Otherwise, if the consumer is an intermediary of an appropriate type who has been delegated access by being linked to the resource, with the appropriate level of access, then access is authorised.
4. Otherwise access is denied.

### 3 Operations

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The schemas and WSDLs listed here are subject to change.  
For the authoritative definitions, please visit  
[www.ird.govt.nz/digital-service-providers/services-catalogue](http://www.ird.govt.nz/digital-service-providers/services-catalogue)

---

The structures of all Gateway Service operations are intended to produce the most efficient requests and responses. Any common structures and fields will be used across many schemas and tax types through an intentional inheritance method. The section below describes the structure of each operation and the scenarios in which certain fields will be used in XML requests and responses.

This section contains schema aliases:

- cmn: Common.v2.xsd
- rc: ReturnCommon.v2.xsd
- r: returnSpecific.xsd (for example ReturnEI.v2.xsd)

NOTE: Some requests and responses live in ReturnCommon.v2.xsd but can still be generated from an inheriting return-specific XSD. This could mean the schemaLocation could be different, depending on where the payload was generated from. Any method of generating these payloads is accepted. This applies to the fileResponse XML directly below.

The response structure for all File requests will use the two default service response fields: **statusCode** and **errorMessage**. The identifier for this XML is fileResponse in the ReturnCommon namespace.

The response structure for all File requests will have the **gatewayId** field populated. The gatewayId is a unique identifier passed back in the responseBody, as long as the response code for the request is zero (refer to [Chapter 5 Responses](#)). The gatewayId should be recorded and can be used by technical teams for troubleshooting. The gatewayId will not appear in search results when searching myIR. The gatewayId is also not available for Inland Revenue front-line staff (such as in the telephone contact centre) to search.

For example:

```
<fileResponse xmlns="urn:www.ird.govt.nz/GWS:types/ReturnCommon.v2">
  <StatusMessage xmlns="urn:www.ird.govt.nz/GWS:types/Common.v2">
    <statusCode>0</statusCode>
    <errorMessage></errorMessage>
  </StatusMessage>
  <responseBody>
    <gatewayId>0000 002J ZJ5N 6</gatewayId>
  </responseBody>
</fileResponse>
```

All operations for the Return Service will contain two standard header fields:

- softwareProviderData
- identifier.

The **identifier** field is common across all Gateway Services but refers to different parties in different services. In all cases it is the party with delegated permissions to whom an OAuth token is provided. If the value cannot be resolved to a known context, or if it can but the provided OAuth token does not have the necessary delegated permissions then the error code 4 "unauthorised delegation" is returned. Please refer to individual operations for the nature of the identifier expected in this parameter in any given context.

For example:

```
<cmn:softwareProviderData>
  <cmn:softwareProvider>SoftwareProvider</cmn:softwareProvider>
  <cmn:softwarePlatform>SoftwarePlatform</cmn:softwarePlatform>
  <cmn:softwareRelease>v1</cmn:softwareRelease>
</cmn:softwareProviderData>
<cmn:identifier IdentifierValueType="ACCIRD">012345678</cmn:identifier>
<cmn:accountType>EMP</cmn:accountType>
```

Field	Description
<b>softwareProvider</b>	The company that developed the software
<b>softwarePlatform</b>	The field value will be provided by Inland Revenue during the onboarding process
<b>softwareRelease</b>	The version of the software package
<b>IdentifierValueType</b>	<p>The ID type being submitted. This can be ACCIRD or ACC. The value submitted for this field should contain only digits, with no dashes (with the exception of the ACC field, which may contain letters to identify the account type). IRD numbers that are eight digits must be padded with a leading zero.</p> <p>Format examples:</p> <ul style="list-style-type: none"> <li>• IRD: 123456789</li> <li>• ACC: 123456789EMP001</li> </ul>
<b>identifier</b>	The value submitted for this field should contain only digits, with no dashes. IRD numbers that are eight digits must be padded with a leading zero.
<b>accountType</b>	The account type being submitted (EMP)

#### Proper use:

- The only softwareProviderData fields users will be able to input are the ones that were provided to Inland Revenue at the time of on-boarding.
- The identifier is that of the taxpayer on whose behalf the operations are being performed.

#### Example scenario:

- Third party with IRD 898989898 submits for client IRD 121212121
  - Third party calls /Returns/File/ with  
`<cmn:identifier IdentifierValueType="ACCIRD">121212121</cmn:identifier>`

After October 2021, Inland Revenue will no longer issue new IRD numbers for bankrupt clients. When a client's bankruptcy is finalised, the existing employer account will be closed (pre-adjudicated), and a new account will be opened (post-adjudicated) if the customer re-registers as an employer again. This will result in multiple employer accounts for a single IRD number. When specifying IRD or ACCIRD as the **IdentifierTypeValue**, the gateway will route the call to the active employer account. If the call needs to be routed to the ceased employer account, ACC needs to be used as the **IdentifierTypeValue**.

In order to reference the pre-adjudicated account, the IdentifierTypeValue will need to reference a more specific "ACC" identifier instead of "IRD" or "ACCIRD".

IRD	Type	ACC	Status	Identifier Type	Default
131-065-914	EMP	131-065-914-EMP003	Active	IRD, ACCIRD	Yes
131-065-914	EMP	131-065-914-EMP002	Closed	ACC	No

### 3.1 File

The File operation will be used to submit all EI returns.

Base structure:

```
<r:fileRequest namespaces...>
  <rc:fileHeader>...</rc:fileHeader>
  <rc:fileBody>
    <rc:standardFields>
      <rc:formFields xsi:type="r:FormFieldsType">
        <...tax specific fields...>
      </rc:formFields>
    </rc:fileBody>
  </r:fileRequest>
```

Field	Description
<b>fileHeader</b>	The standard header for File requests
<b>fileBody</b>	The standard body structure for File requests
<b>standardFields</b>	A group of standard fields
<b>formFields</b>	A wrapper that will contain tax form-specific fields

**<FileHeader>** structure:

```
<r:fileRequest namespaces...>
  <rc:fileHeader>
    <cmn:softwareProviderData>
      <cmn:softwareProvider>Software1</cmn:softwareProvider>
      <cmn:softwarePlatform>Software1Package</cmn:softwarePlatform>
      <cmn:softwareRelease>v1</cmn:softwareRelease>
    </cmn:softwareProviderData>
    <cmn:identifier IdentifierValueType="ACCIRD">012345678</cmn:identifier>
    <cmn:accountType>EMP</cmn:accountType>
    <rc:periodEndDate>2017-03-31</rc:periodEndDate>
    <rc:majorFormType>EI2</rc:majorFormType>
  </rc:fileHeader>
  <rc:fileBody>
    <rc:standardFields>
      <rc:formFields xsi:type="r:FormFieldsType">
        <...tax specific fields...>
      </rc:formFields>
    </rc:fileBody>
  </r:fileRequest>
```

Field	Requirement	Description
<b>periodEndDate</b>	Required	Last day of the pay date month
<b>majorFormType</b>	Required	The form type (EI2)



Example scenario:

- Attempting to submit an EI return for the 2018-January period.  
<cmn:accountType>EMP</cmn:accountType>  
<rc:periodEndDate>2018-01-31</rc:periodEndDate>  
<rc:majorFormType>EI2</rc:majorFormType>

<FileBody> structure:

```
<r:fileRequest namespaces...>
  <rc:fileHeader>...</rc:fileHeader>
  <rc:fileBody>
    <rc:standardFields>
      <rc:formFields xsi:type="r:FormFieldsType">
        <...tax specific fields...>
      </rc:formFields>
    </rc:fileBody>
  </r:fileRequest>
```

FileBody is simply the wrapper of standardFields and formFields.

<StandardFields> structure:

```
<r:fileRequest namespaces...>
  <rc:fileHeader>...</rc:fileHeader>
  <rc:fileBody>
    <rc:standardFields>
      <rc:isNilReturn>>false</rc:isNilReturn>
      <rc:isFinalReturn>>false</rc:isFinalReturn>
      <rc:amendmentRequest>
        <rc:isAmended>>false</rc:isAmended>
        <rc:amendReason></rc:amendReason>
        <rc:amendDetails></rc:amendReason>
      </rc:amendmentRequest>
      <rc:creditTransferRequest>
        <rc:transferIRD></rc:transferIRD>
        <rc:transferAccountType></rc:transferAccountType>
        <rc:transferFilingPeriod></rc:transferFilingPeriod>
        <rc:associatedCustomer></rc:associatedCustomer>
        <rc:transferAmount></rc:transferAmount>
      </rc:creditTransferRequest>
    </rc:standardFields>
    <rc:formFields xsi:type="r:FormFieldsType">
      <...tax specific fields...>
    </rc:formFields>
  </rc:fileBody>
</r:fileRequest>
```

Field	Requirement	Description
<b>isNilReturn</b>	Required	This allows for a nil return to be submitted. NOTE: If no line items are being provided in the return payload, the value of this field should be 'true'.
<b>isFinalReturn</b>	Optional	This field notes that the account is ready to be closed after this filing period
<b>isAmended</b>	Required	This allows for a return to be filed as an amendment. NOTE: If isAmended=true then amendReason and amendDetails are required.
<b>amendReason</b>	Conditional	This is attached to the amendmentRequest as the reason for the amendment. This can be either KEY (incorrect amount), MATH (calculation error), OTHER, or TRNSPO (transposition error).
<b>amendDetails</b>	Conditional	This allows for any further details on the amendmentRequest
<b>creditTransferRequest</b>	Optional	These fields can be added to transfer the refund to another START account. Any number of credit transfers from 0 to 10 can be submitted for every file operation. NOTE: Credit transfer requests are not supported and will result in error code: 150 - Credit transfer requests are not supported

Proper uses:

- Most standard submissions will require isNilReturn to be *false*, isFinalReturn to be *false*, and isAmended to be *false*.

Example scenario:

- Attempting to amend an EI return due to lack of information from client.

```
<rc:isNilReturn>>false</rc:isNilReturn>
<rc:isFinalReturn>>false</rc:isFinalReturn>
<rc:isAmended>>true</rc:isAmended>
<rc:amendReason>KEY</rc:amendReason>
<rc:amendDetails>Client updated pay information</rc:amendDetails>
```

Multiple EI returns can be submitted for each payDayDate.

Note that an employer cannot commence payday filing part way through a month—payday filing must start with the very first payday in the month.

<FormFields> structure (for EI):

```
<r:fileRequest xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xmlns:cmn="urn:www.ird.govt.nz/GWS:types/Common.v2"
  xmlns:rc="urn:www.ird.govt.nz/GWS:types/ReturnCommon.v2"
  xmlns:r="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2"
  xsi:schemaLocation="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2">
  <rc:fileHeader>...</rc:fileHeader>
  <rc:fileBody>
    <rc:standardFields>...</rc:standardFields>
    <rc:formFields xsi:type="r:FormFieldsType">
      <r:submissionKey/>
      <r:isReverseReplace/>
      <r:payDayDate/>
      <r:piIrdNumber/>
      <r:contactName/>
      <r:contactPhoneNumber/>
      <r:contactEmail/>
      <r:employeeFields>
        <r:employee>
          <r:lineNumber/>
          <r:referenceId/>
          <r:irdNumber/>
          <r:employeeName/>
          <r:taxCode/>
          <r:payPeriodStartDate/>
          <r:payPeriodEndDate/>
          <r:employmentStartDate/>
          <r:employmentFinishDate/>
          <r:employeePayFrequency/>
          <r:grossEarnings/>
          <r:earningsNotLiableACC/>
          <r:lumpSumIndicator/>
          <r:payeSchedularTaxDeductions/>
          <r:childSupportCode/>
          <r:childSupportDeductions/>
          <r:studentLoansDeductions/>
          <r:kiwisaverEmployerContributions/>
          <r:kiwisaverDeductions/>
          <r:essEarnings/>
          <r:slcirDeductions/>
          <r:slborDeductions/>
          <r:taxCreditPayrollDonations/>
          <r:esctDeducted/>
          <r:familyTaxCredits/>
          <r:hoursPaid/>
          <r:priorPeriodGrossAdjustment/>
          <r:priorPeriodPAYEAdjustment/>
        </r:employee>
      </r:employeeFields>
      <r:totalGrossEarnings/>
      <r:totalEarningsNotLiableACC/>
      <r:totalPAYESchedularTaxDeductions/>
      <r:totalChildSupportDeductions/>
      <r:totalStudentLoansDeductions/>
      <r:totalKiwisaverEmployerContributions/>
      <r:totalKiwisaverDeductions/>
      <r:totalESSEarnings/>
      <r:totalSLCIRDeductions/>
      <r:totalSLBORDeductions/>
      <r:totalTaxCreditPayrollDonations/>
      <r:totalESCTDeducted/>
    </rc:formFields>
  </rc:fileBody>
</r:fileRequest>
```

```

    <r:totalFamilyTaxCredits/>
    <r:totalAmountPayable/>
    <r:totalPriorPeriodGrossAdjustment/>
    <r:totalPriorPeriodPAYEAdjustment/>
  </rc:formFields>
</rc:fileBody>
</r:fileRequest>

```

Fields	Requirement	Description
<b>submissionKey</b>	Optional	This field only be used when amending EI returns
<b>isReverseReplace</b>	Optional	This field is required on amendments. Signifies if amendment method is reverse/replace.
<b>payDayDate</b>	Required	Payday means the day on which an employer makes a PAYE income payment to an employee. NOTE: The payday date must be within the same month as the period end date.
<b>piIrdNumber</b>	Optional	PAYE intermediary IRD number
<b>contactName</b>	Optional	Name of payroll contact person
<b>contactPhoneNumber</b>	Optional	Payroll contact phone number
<b>contactEmail</b>	Optional	Payroll contact email
<b>lineNumber</b>	Optional	Inland Revenue-generated unique line item identifier. <del>This field should only be used when amending EI returns.</del> This will be ignored if provided since referenceId will become source of truth.
<b>referenceId</b>	Required	Unique employee reference field created by the software provider. Can be submitted on initial file, then used as the unique line item identifier for amended lines instead of using the Inland Revenue-generated lineNumber.
<b>irdNumber</b>	Required	IRD number of the employee—it can be zeros if IRD number not known
<b>employeeName</b>	Required	Name of the employee (255 characters)

Fields	Requirement	Description
<b>taxCode</b>	Required	The tax code of the employee (see table below for list of acceptable values)
<b>employmentStartDate</b>	Optional	Employee start date
<b>employmentFinishDate</b>	Optional	Employee end date NOTE: Field not to be supplied if there is no end date
<b>payPeriodStartDate</b>	Required	The first day of the pay period for which the employee was paid. NOTE: The pay period start date cannot be after the pay period end date, otherwise a 104 error will be returned.
<b>payPeriodEndDate</b>	Required	The last day of the pay period on which the employee was paid
<b>employeePayFrequency</b>	Required	Pay frequency/cycle for employee (see table below for list of acceptable values)
<b>grossEarnings</b>	Optional	Gross earnings/schedular payments
<b>earningsNotLiableACC</b>	Optional	Earnings not liable for ACC earner's levy
<b>lumpSumIndicator</b>	Optional	Boolean for indicating lump sum
<b>payeSchedularTaxDeductions</b>	Optional	PAYE/schedular tax deductions
<b>childSupportCode</b>	Optional	Child support code (see table below for list of acceptable values) NOTE: If there is no value for childSupportCode then omit this element.
<b>childSupportDeductions</b>	Optional	Child support deductions (sequenced with child support code)
<b>studentLoansDeductions</b>	Optional	Student loan deductions
<b>kiwisaverEmployerContributions</b>	Optional	Net KiwiSaver employer contributions
<b>kiwisaverDeductions</b>	Optional	KiwiSaver employee deductions
<b>essEarnings</b>	Optional	Employee share scheme earnings (ESS tax code equivalent)
<b>slcirDeductions</b>	Optional	Student loans compulsory additional deduction (SLCIR tax code equivalent)

Fields	Requirement	Description
<b>slborDeductions</b>	Optional	Student loans voluntary deduction (SLBOR tax code equivalent)
<b>taxCreditPayrollDonations</b>	Optional	Tax credits for payroll donations
<b>esctDeducted</b>	Optional	Employer superannuation contribution tax
<b>familyTaxCredits</b>	Optional—to be filled in by MSD ONLY	Family tax credits
<b>hoursPaid</b>	Optional	Number of hours paid to the employee in the pay period
<b>priorPeriodGrossAdjustment</b>	Optional	Adjustment to the Gross Earnings made in a prior period. NOTE: Negative values are accepted.
<b>priorPeriodPAYEAdjustment</b>	Optional	Adjustment to the PAYE/Schedular Tax Deductions made in a prior period. NOTE: Negative values are accepted.
<b>totalGrossEarnings</b>	Compulsory	Total gross earnings
<b>totalEarningsNotLiableACC</b>	Compulsory	Total earnings not liable for ACC earner's levy
<b>totalPAYESchedularTaxDeductions</b>	Compulsory	Total PAYE (including tax on schedular payments)
<b>totalChildSupportDeductions</b>	Compulsory	Total child support deductions
<b>totalStudentLoanDeductions</b>	Compulsory	Total student loan deductions
<b>totalKiwisaverEmployerContributions</b>	Compulsory	Total net KiwiSaver employer contributions
<b>totalKiwisaverDeductions</b>	Compulsory	Total KiwiSaver deductions
<b>totalESSEarnings</b>	Optional	The total of all employees' ESS earnings
<b>totalSLCIRDeductions</b>	Optional	The total of all employees' SLCIR deductions
<b>totalSLBORDeductions</b>	Optional	The total of all employees' SLBOR deductions
<b>totalTaxCreditPayrollDonations</b>	Compulsory	Tax credit payroll donations total
<b>totalESCTDeductions</b>	Compulsory	Total ESCT deducted
<b>totalFamilyTaxCredits</b>	Compulsory	Total family tax credits
<b>totalAmountPayable</b>	Optional	Total amount payable

Fields	Requirement	Description
<b>totalPriorPeriodGrossAdjustment</b>	Optional	Total Gross Earnings adjustments from prior periods. NOTE: Negative values are accepted.
<b>totalPriorPeriodPAYEAdjustment</b>	Optional	Total PAYE/Schedular Tax Deduction adjustments from prior periods. NOTE: Negative values are accepted.

Accepted tax codes:

- CAE                      • SBSL                      • SHSL
- EDW                     • ST                        • STC
- ND                        • WT                        • S
- MESL                    • SSL                       • STSL
- MSL                     • ME                        • SA
- SH                        • NSW                      • SASL
- SB                        • M

Child support code	Description
<b>C</b>	Ceased Employment
<b>A</b>	Advanced Payment
<b>P</b>	Protected Earnings
<b>S</b>	Short Term Absence
<b>D</b>	Deducted Previously
<b>O</b>	Other

Employee pay frequency	Description
<b>WK</b>	Weekly
<b>4W</b>	Four-weekly
<b>FT</b>	Fortnightly
<b>MT</b>	Monthly
<b>DA</b>	Daily
<b>AH</b>	Ad hoc/Irregular
<b>HM</b>	Half-monthly (twice a month)
<b>BP</b>	Backdated lump sum payment (only applicable to ACC)

A submissionKey will be provided on file operations of EI returns. This submissionKey will be used to identify the specific EI return on a given filing period for amendment, status and retrieve return requests.

### 3.1.1 Amendment methods

There are two ways to amend an EI return. Both necessitate populating submissionKey, setting isAmended to true, and filling out amendReason/amendDetails.

1. **referenceId method:** referenceId must be provided for all lines submitted with the initial return, including amended lines. referenceId is then used to uniquely identify individual line items if provided in an amendment request later. Only lines that require amendments should be provided with this method. New line items can be submitted using a new referenceId. There is no way to amend the referenceId itself with this method. If a new referenceId is submitted to amend a previously submitted referenceId, that line will be treated as new. If multiple lines contain the same referenceId then the response 131 – 'Duplicate line items' will be returned. The duplicate referenceIds must be corrected before the submission is allowed.
2. **Reverse/Replace method:** isReverseReplace must be set to true for this amendment method. From the referenceIds provided in the amendment request, the line items will be compared against the existing referenceIds from the initial return, and will be added, amended, or reversed accordingly. All line items, not just lines that require amendments, must be provided with this method. referenceId is required and lineNumbers are optional.

Examples of amendment methods:

referenceId	isReverseReplace	Expected outcome
Not provided	true	Amendment request will be rejected with error code 137
Not provided	false	Amendment request will be rejected with error code 137
Provided	true	Software is using reverse/replace method as the amendment method. Line items will be added, amended, or reversed based off the referenceIds provided in the amendment request.
Provided	false	Software is using referenceId method. Line items will be added or amended based off the referenceIds provided in the amendment request.

Sample response on successful EI file operations:

```
<fileResponse xmlns="urn:www.ird.govt.nz/GWS:types/ReturnCommon.v2">
  <StatusMessage xmlns="urn:www.ird.govt.nz/GWS:types/Common.v2">
    <statusCode>0</statusCode>
    <errorMessage></errorMessage>
  </StatusMessage>
  <responseBody>
    <gatewayId>0000 002J ZJ5N 6</gatewayId>
    <submissionKey>1829404672</submissionKey>
  </responseBody>
</fileResponse>
```



### 3.2 RetrieveStatus

The RetrieveStatus operation will allow the status of a given return to be queried.

**<retrieveEIRequest>** structure:

```
<r:retrieveEIRequest xmlns:cmn="urn:www.ird.govt.nz/GWS:types/Common.v2"
  xmlns:rc="urn:www.ird.govt.nz/GWS:types/ReturnCommon.v2"
  xmlns:r="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2"
  xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xsi:schemaLocation="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2">
  <cmn:softwareProviderData>
    <cmn:softwareProvider>SoftwareCompany</cmn:softwareProvider>
    <cmn:softwarePlatform>SoftwarePlatform</cmn:softwarePlatform>
    <cmn:softwareRelease>V1.1</cmn:softwareRelease>
  </cmn:softwareProviderData>
  <cmn:identifier IdentifierValueType="ACCIRD">123456789</cmn:identifier>
  <cmn:accountType xmlns:com="urn:www.ird.govt.nz/GWS:types/Common.v2" >EMP</cmn:accountType>
  <rc:periodEndDate>2018-01-31</rc:periodEndDate>
  <rc:majorFormType>EI2</rc:majorFormType>
    <r:payDayDate>2018-01-12</r:payDayDate>
    <r:submissionKey>12345678</r:submissionKey>
</r:retrieveEIRequest>
```

Field	Requirement	Description
<b>submissionKey</b>	Optional	A unique identifier used to target a specific return

**<retrieveStatusResponse>** structure:

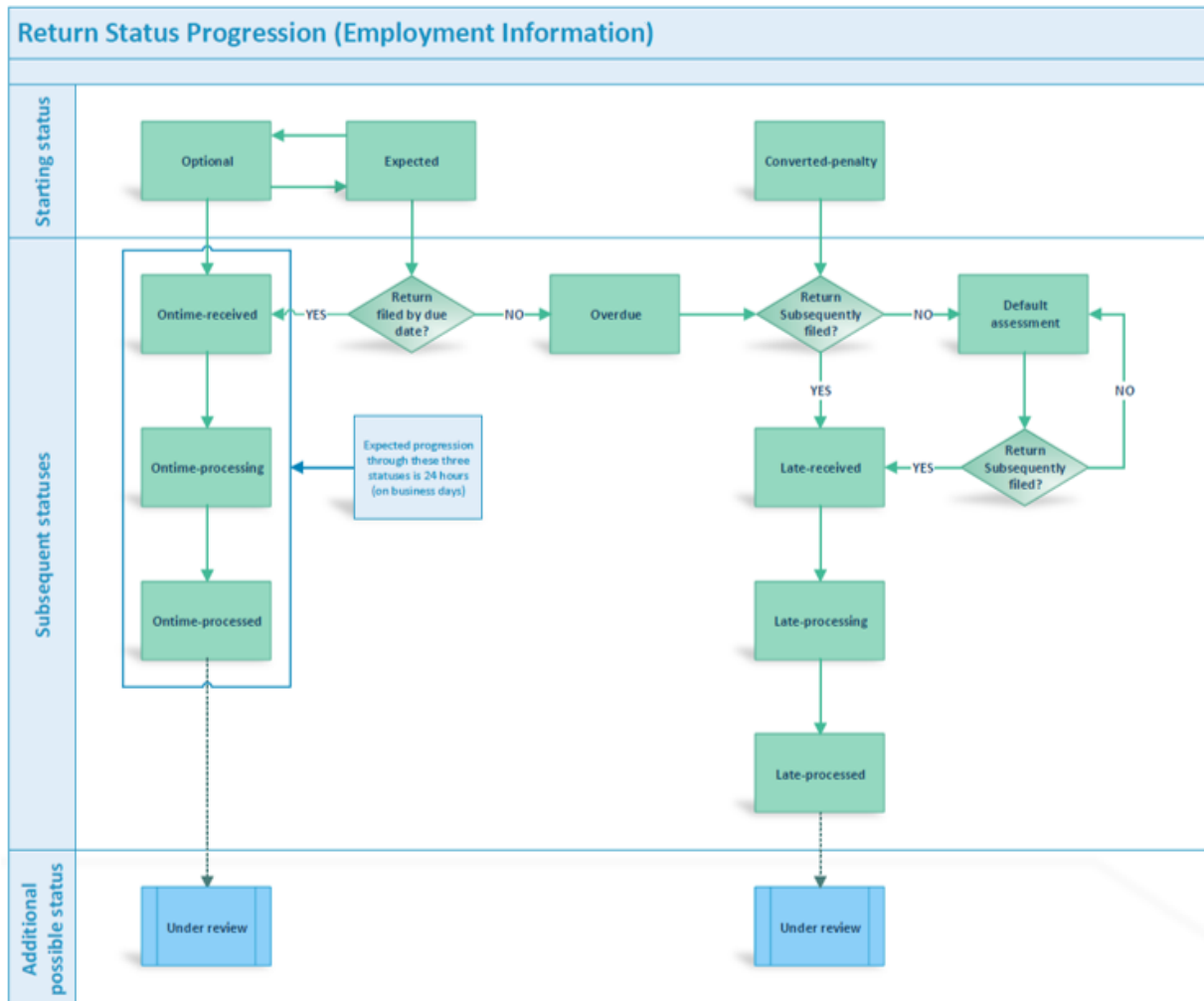
```
<retrieveStatusResponse xmlns="urn:www.ird.govt.nz/GWS:types/ReturnCommon.v2">
  <statusMessage xmlns="urn:www.ird.govt.nz/GWS:types/Common.v2">
    <statusCode>0</statusCode>
    <errorMessage></errorMessage>
  </statusMessage>
  <responseBody>
    <returnStatus>
      <status code="OPRCD">On-time-processed</status>
      <submissionKey>1861250688</submissionKey>
      <minorFormType>EI2</minorFormType>
    </returnStatus>
    <returnStatus>
      <status code="OPRCD">On-time-processed</status>
      <minorFormType>EI2</minorFormType>
    </returnStatus>
  </responseBody>
</responseBody>
</retrieveStatusResponse>
```

Field	Requirement	Description
<b>status.code</b>	Required	A code representing the status of the return
<b>status</b>	Required	A description of the return's status
<b>submissionKey</b>	Optional	A submissionKey of the return, if available
<b>minorFormType</b>	Required	The majorFormType supplied in the File operation will be returned in the minorFormType of the RetrieveStatus with either: <ul style="list-style-type: none"> <li>• EI</li> <li>• EI2.</li> </ul>

Status	Description
<b>Amended</b>	This status is displayed when the return is amended
<b>Under review</b>	This status is displayed when the return is included in audit
<b>Default assessment</b>	This status is displayed when the return is a default assessment
<b>Converted-penalty</b>	This status is displayed when the return was not filed but created in the conversion process to house a late file penalty
<b>Expected</b>	This status is displayed when the return has generated return expectation
<b>Processing</b>	This status is displayed when the return is processing
<b>Late-processing</b>	This status is displayed when the return is received late and processing
<b>Late-processed</b>	This status is displayed when the return is processed late
<b>Late-received</b>	This status is displayed when the return is received late
<b>New</b>	This status is displayed when the return is not processed
<b>Optional</b>	This status is displayed when the return is not required to be filed, but the customer may choose to file anyway
<b>Ontime-processing</b>	This status is displayed when the return is received on time and processing
<b>Ontime-processed</b>	This status is displayed when the return is processed on time
<b>Ontime-received</b>	This status is displayed when the return is received on time
<b>Overdue</b>	This status is displayed when the return is overdue
<b>Submission received</b>	This status is displayed when the EI return has been received and initial processing has completed. During co-existence, the EI return will be held and forwarded for further processing at the end of the period.
<b>Submitted</b>	This status is displayed when the return is submitted by the customer
<b>Posted</b>	This status is displayed when the return is posted
<b>Processed</b>	This status is displayed when the return is processed

NOTE: Once a return has been filed it can take up to 24 hours for the status to change from 'submitted'.

This diagram outlines the process flow of the statuses listed in the table on the previous page:



All retrieve operations for EI use `<retrieveEIRequest>` instead of the standard `<retrieveFormInfoRequest>`. `retrieveEIRequest` contains the `payDayDate` and `submissionKey` fields that are used to identify a return.

**`<retrieveEIRequest>` structure:**

```

<r:retrieveEIRequest xmlns:cmn="urn:www.ird.govt.nz/GWS:types/Common.v2"
  xmlns:rc="urn:www.ird.govt.nz/GWS:types/ReturnCommon.v2"
  xmlns:r="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2"
  xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xsi:schemaLocation="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2">
  <cmn:softwareProviderData>
    <cmn:softwareProvider>SoftwareCompany</cmn:softwareProvider>
    <cmn:softwarePlatform>SoftwarePlatform</cmn:softwarePlatform>
    <cmn:softwareRelease>V1.1</cmn:softwareRelease>
  </cmn:softwareProviderData>
  <cmn:identifier IdentifierValueType="ACCORD">123456789</cmn:identifier>
  <cmn:accountType>EMP</cmn:accountType>
  <rc:periodEndDate>2018-01-31</rc:periodEndDate>
  <rc:majorFormType>EI2</rc:majorFormType>
  <r:payDayDate>2018-01-01</r:payDayDate>
  <r:submissionKey>34534523</submissionKey>
</r:retrieveEIRequest>
  
```

Field	Requirement	Description
<b>payDayDate</b>	Required	The pay day period of the return
<b>submissionKey</b>	Required	The submissionKey is required for the retrieveStatus operation. Only the status of the return with the corresponding submissionKey will be displayed.

### 3.3 RetrieveReturn

The retrieveReturn operation allows for any previously-submitted return to be viewed.

All retrieve operations for EI use <retrieveEIRequest> instead of the standard <retrieveFormInfoRequest>. retrieveEIRequest contains the payDayDate and submissionKey fields that are used to identify a return.

<retrieveEIRequest> structure:

```
<r:retrieveEIRequest xmlns:cmn="urn:www.ird.govt.nz/GWS:types/Common.v2"
  xmlns:rc="urn:www.ird.govt.nz/GWS:types/ReturnCommon.v2"
  xmlns:r="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2"
  xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xsi:schemaLocation="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2">
  <cmn:softwareProviderData>
    <cmn:softwareProvider>SoftwareCompany</cmn:softwareProvider>
    <cmn:softwarePlatform>SoftwarePlatform</cmn:softwarePlatform>
    <cmn:softwareRelease>V1.1</cmn:softwareRelease>
  </cmn:softwareProviderData>
  <cmn:identifier IdentifierValueType="ACCIRD">123456789</cmn:identifier>
  <cmn:accountType>EMP</cmn:accountType>
  <rc:periodEndDate>2018-01-31</rc:periodEndDate>
  <rc:majorFormType>EI2</rc:majorFormType>
  <r:payDayDate>2018-01-01</r:payDayDate>
  <r:submissionKey>34534523</r:submissionKey>
</r:retrieveEIRequest>
```

Field	Requirement	Description
<b>payDayDate</b>	Required	The pay day period of the return
<b>submissionKey</b>	Optional	If submissionKey is provided, only the return with that submission key will be displayed. If only a payDayDate is provided, all returns with the corresponding payDayDate will be provided.

---

**<retrieveReturnResponse>** structure:

```
<retrieveReturnResponse xmlns="urn:www.ird.govt.nz/GWS:types/ReturnCommon.v2">
  <statusMessage xmlns="urn:www.ird.govt.nz/GWS:types/Common.v2">
    <statusCode>0</statusCode>
    <errorMessage></errorMessage>
  </statusMessage>
  <responseBody xmlns:r="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2"
    xsi:type="r:RetrieveReturnResponseBodyType">
    <r:standardFields>
      <isNilReturn xmlns="urn:www.ird.govt.nz/GWS:types/ReturnCommon.v2"/>
    </r:standardFields>
    <r:formFields>
      <r:employeeFields>
        <r:employee>
          <r:irdNumber></r:irdNumber>
          <r:employeeName></r:employeeName>
          <r:taxCode></r:taxCode>
          <r:payPeriodStartDate></r:payPeriodStartDate>
          <r:payPeriodEndDate></r:payPeriodEndDate>
        </r:employee>
        <r:employee>
          <r:irdNumber></r:irdNumber>
          <r:employeeName></r:employeeName>
          <r:taxCode></r:taxCode>
          <r:payPeriodStartDate></r:payPeriodStartDate>
          <r:payPeriodEndDate></r:payPeriodEndDate>
        </r:employee>
      </r:employeeFields>
    </r:formFields>
  </r:responseBody>
</r:retrieveReturnResponse>
```

NOTE: The response above is an example and contains only the fields required on the return. The retrieveReturnResponse will retrieve all fields on the return, including optional fields if they exist.

### 3.4 Prepop

The Prepop operation will be used to acquire a specific subset of fields for a given return. All retrieve operations for EI use <retrieveEIRequest> instead of the standard <retrieveFormInfoRequest>. retrieveEIRequest contains the payDayDate and submissionKey fields that are used to identify a return.

<retrieveEIRequest> structure:

```
<r:retrieveEIRequest xmlns:cmn="urn:www.ird.govt.nz/GWS:types/Common.v2"
  xmlns:rc="urn:www.ird.govt.nz/GWS:types/ReturnCommon.v2"
  xmlns:r="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2"
  xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xsi:schemaLocation="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2">
  <cmn:softwareProviderData>
    <cmn:softwareProvider>SoftwareCompany</cmn:softwareProvider>
    <cmn:softwarePlatform>SoftwarePlatform</cmn:softwarePlatform>
    <cmn:softwareRelease>V1.1</cmn:softwareRelease>
  </cmn:softwareProviderData>
  <cmn:identifier IdentifierValueType="ACCIRD">123456789</cmn:identifier>
  <cmn:accountType>EMP</cmn:accountType>
  <rc:periodEndDate>2018-01-31</rc:periodEndDate>
  <rc:majorFormType>EI2</rc:majorFormType>
  <r:payDayDate>2018-01-01</r:payDayDate>
</r:retrieveEIRequest>
```

Field	Requirement	Description
<b>payDayDate</b>	Required	Payday means the day on which an employer makes a PAYE income payment to an employee

<prepopResponse> structure:

```
<prepopResponse xmlns="urn:www.ird.govt.nz/GWS:types/ReturnCommon.v2">
  <statusMessage xmlns="urn:www.ird.govt.nz/GWS:types/Common.v2">
    <statusCode>0</statusCode>
    <errorMessage></errorMessage>
  </statusMessage>
  <responseBody xmlns:r="urn:www.ird.govt.nz/GWS:types/ReturnEI.v2"
    xsi:type="r:PrepopResponseBodyType">
    <r:accountId>123456798EMP001</r:accountId>
    <r:employee>
      <r:irdNumber>123456789</r:irdNumber>
      <r:employeeName>MarkTwain</r:name>
      <r:taxCode>M</r:taxCode>
      <r:employmentStartDate></r:employmentStartDate>
      <r:employmentFinishDate></r:employmentEndDate>
    </r:employee>
    <r:employee>
      <r:irdNumber>123456789</r:irdNumber>
      <r:employeeName>SamualClemens</r:name>
      <r:taxCode>M</r:taxCode>
    </r:employee>
  </responseBody>
</prepopResponse>
```

Field	Description
<b>irdNumber</b>	The IRD number of the employee—if no IRD number is available, 000000000 will be returned
<b>employeeName</b>	The name the employee is known as on the EI (255 characters)
<b>taxCode</b>	The tax code under which the employee falls
<b>employmentStartDate</b>	The start date of the employment (if date is not known, nothing will be returned)
<b>employmentFinishDate</b>	The cease date of the employment (if employment is still on-going, nothing will be returned)

---

## 4 Additional development resources

Current environment information for this service—including the end points for each environment, schemas and WSDLs—is available within the relevant Software Development Kit (SDK).

To access the SDK, do one of the following:

- Go to <https://github.com/InlandRevenue> and select this service
- Go to <https://developerportal.ird.govt.nz> and click the link to the SDK within the Gateway Service documentation (please register first).

### 4.1 Schemas

All schemas for the EI Return Service import a common.xsd which has some data types specific to Inland Revenue. The Common.v2.xsd will be used in other Gateway Services outside of the /Returns/ namespace so it must be kept up-to-date, without numerous redundant versions remaining.

The ReturnCommon.v2.xsd imports the Common.v2.xsd and creates data types to be used across all tax types and return types. ReturnCommon.v2.xsd also includes two request elements and two response elements. These requests are retrieveFormInfoRequest and retrieveFilingObligationsRequest, while the responses are retrieveFilingObligationsResponse and retrieveStatusResponse.

The reason for adding root-level elements in the ReturnCommon.v2.xsd is due to the fact that these request and response structures will never change, regardless of the tax type. This allows Inland Revenue to keep a uniform request and response structure across all current and future tax types.

Importing from ReturnCommon.v2.xsd will be schemas that require more fine-grained detail. These will primarily define the request for the File operation, the response for RetrieveReturn and the response for Prepop.

*See instructions at beginning of this section for where to find schemas for this service.*



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## 4.2 WSDLs

The Returns Gateway Service has one WSDL, which has a target namespace of <https://services.ird.govt.nz/GWS>Returns> and can be found at <https://services.ird.govt.nz:4046/gateway/GWS>Returns/?singleWsdI>

**Note:** The production URL above will not work until you have onboarded with Inland Revenue.

All WSDL messages follow this naming convention:

```
Return_<operation>_InputMessage or Return_<operation>_OutputMessage.
```

```
<wsdl:portType name="Return">
  <wsdl:operation name="File">
  <wsdl:operation name="Prepop">
  <wsdl:operation name="RetrieveStatus">
  <wsdl:operation name="RetrieveFilingObligations">
  <wsdl:operation name="RetrieveReturn">
</wsdl:portType>
<wsdl:service name="Return">
```

A development version of the WSDL is provided with this build pack. For easier WSDL consumption, the `<xs:any>` structure has been replaced with a reference to the corresponding element in the `ReturnEI.v2.xsd`. This will allow any tools that consume the WSDL to automatically pull in the data structures from the XSD. To use this, ensure the WSDL provided by Inland Revenue is in the same directory as `Common.v2.xsd`, `ReturnCommon.v2.xsd` and `ReturnEI.v2.xsd`.

See beginning of [section 4](#) for instructions on where to find WSDLs for this service.

## 5 Responses

The response message from the Gateway Services will always include a status code and status message. These values will describe the successes or failures of your web service call. Following the status message will be the responseBody, which will return the data for the given operation.

**NOTE:** *These response codes are subject to change and additional codes may be added from time to time. Software consuming this service **must** be able to account for additional responses that may not have been specifically coded.*

### 5.1 Generic Gateway response codes

The following response codes are common to all Gateway Service calls. The operations on the Return Service all have framework security validation applied at Account level and that is reflected in the descriptions of the codes below:

Standard codes	Standard message	Description
-1	An unknown error has occurred	This error will be logged by the Gateway Services and evaluated the next business day
0		0 indicates a successful web service call. Note: 0 does not display a standard message.
1	Authentication failure	<i>Authentication failure means the token provided is not a valid token</i>
2	Missing authentication token(s)	No oAuth token in HTTP header
3	Unauthorised access	The logon making the call does not have access to make the request on behalf of the client or agency
4	Unauthorised delegation	Access is not permitted for the requester to perform this operation for the submitted identifier. This code will be returned in any of these situations: <ul style="list-style-type: none"> <li>The submitted cmn:identifier has an invalid value.</li> <li>The identifier type (IdentifierValueType attribute on cmn:identifier) supplied is invalid.</li> <li>The AccountType supplied does not exist for that identifier.</li> <li>All the values above are valid, but the provided OAuth token does not have delegated access to that Customer or Account.</li> </ul>
5	Unauthorised vendor	The vendor provided is not authorised to use these suite of services

Standard codes	Standard message	Description
<b>7</b>	Account type not supported	This code will be returned for queries on account types not supported in any Gateway Services web services. For April 2018 this will be any account type other than AIL, AIP, BPA, MPO, CRS, DWT, FAT, FBT, GMD, GSD, GST, INC, IPS, NRT, PIE, PRS, PSO, EMP, RLT, RWT.
<b>20</b>	Unrecognised XML request	The XML submitted is not recognisable and no schema can be determined
<b>21</b>	XML request failed validation	The XML structure did not meet the definition laid out by the schemas published by Inland Revenue
<b>(none)</b>	(non xml)	In some scenarios where the request message does not have a well-formed XML structure or is not valid or does not adhere to the SOAP protocol formats, the framework generates a parsing exception that is not wrapped in XML nor has a response status code.
<b>(none)</b>	(SOAP fault) UnAuthorised	An unexpected technical fault has been detected. Depending on the context (eg if an online user is waiting), try the request again after at least five seconds. If the fault recurs then please contact <a href="mailto:GatewayServices@ird.govt.nz">GatewayServices@ird.govt.nz</a> .

## 5.2 Generic returns response codes

The following response codes are specific to Returns Gateway Service calls:

Standard codes	Standard message	Description
<b>100</b>	Invalid request data	Could not extract data from XML payload
<b>101</b>	Unable to file return	An error has occurred while filing return. This may be due to invalid information in the specific return form fields.
<b>102</b>	ID/Account type not valid	The account type / ID submitted does not exist
<b>103</b>	No return found	No return exists on the selected filing period
<b>104</b>	Invalid filing period	Filing period does not exist (eg attempting to file for a filing period such as 17-Feb-2019)
<b>105</b>	No filing obligations found	No valid filing obligations were found. This could be completely acceptable if they were not expecting to have any filing obligations.
<b>106</b>	Operation not available for major form type	The operation performed does not exist for the major form type submitted.
<b>107</b>	Duplicate return	There is already a return for this period/paydate (for EI). An amendment to a return that has already been submitted must be submitted with isAmended as true.
<b>108</b>	Return locked for processing	Return locked for processing—try again later
<b>109</b>	Invalid Amend Reason	When amending a return there must be a valid amend reason.
<b>140</b>	Invalid minor form type	Invalid minor form type
<b>145</b>	Return held for processing	The return is not visible because it is in a non-amendable error.
<b>146</b>	KiwiSaver Status Required	A KiwiSaver status is required when KiwiSaver Eligibility 'NE' is provided

### 5.3 Employment Information-specific response codes

The following response codes are specific to EI Return Service calls:

Standard codes	Standard message	Description
<b>131</b>	Duplicate line items	There were two line items with the same referenceId in the same submission
<b>132</b>	Reverse/replace can only be used for an amendment	Customer tried to reverse/replace a return without amending the return
<b>134</b>	Invalid employee IRD number	A provided employee IRD number is invalid. <b>Note:</b> IRD number must pass modulus 11 digit check
<b>136</b>	Nil return not indicated despite missing line items	The value of 'isNilReturn' must be 'true' if no line items are provided. When no line items are provided, 'employeeFields' does not contain any 'employee' elements.
<b>137</b>	ReferenceId is required for all line items	referenceId must be provided in all file requests
<b>150</b>	Credit transfer requests are not supported	Credit transfer requests are not supported for the form type
<b>160</b>	Duplicate payday submission	A payday submission has already been submitted for the same account, period, paydate, and request payload in the last hour.
<b>161</b>	Payday date not in filing period	The payday date is not in the same month as the filing period (eg payday date 31/03/2019 and filing period 30/04/2019)
<b>162</b>	Period has non-payday return	The return filing period already has an EMS / IR348 filed.
<b>163</b>	Pay period end date before pay period start	The value of 'payPeriodEndDate' must be on/or after the 'payPeriodStartDate'.
<b>164</b>	Period too far into the future	The requested filing period is too far into the future and unavailable for filing at this time (maximum two months in advance)
<b>167</b>	Return is reversed	The return has been manually reversed and cannot be amended. The submission key is no longer valid.
<b>168</b>	Return is transferred	The return has been manually transferred to another account or period. If this is incorrect please

Standard codes	Standard message	Description
		contact Inland Revenue (either via Phone or MyIR)
<b>169</b>	Submitted incorrect EI version	<p>The payday return was previously submitted as a different version of EI.</p> <ul style="list-style-type: none"> <li>• EI v1 cannot be used to amend or retrieve EI v2</li> <li>• EI v2 cannot be used to amend or retrieve EI v1</li> </ul>
<b>171</b>	Tax code unsupported EI version 2	<p>The provided tax code is not supported</p> <p><b>Note:</b> In v2 of EI, it is not possible to add an additional line item with tax code of either ESS, SLCIR, or SLBOR</p>
<b>173</b>	Account was not active for the period submitted	Account was not active for the period submitted
<b>180</b>	Return is time-barred	Amendments are prevented because the return was originally filed more than four years ago
<b>200</b>	Invalid adjustment: Exceeds gross/PAYE	The value of the adjustment for the line exceeds the corresponding value for Gross or PAYE for the line

## 6 Change log

This table lists all changes that have been made to this build pack document since v2.0 was released.

Date of change	Document section	Description
09/11/23	3.1	<ul style="list-style-type: none"> <li>Added new employee pay frequency (BP)</li> </ul>
		<ul style="list-style-type: none"> <li>Added Summary of Changes for April Release 2024</li> </ul>
	2.4.2, 2.4.3	<ul style="list-style-type: none"> <li>Removed details of supported certificate and ciphers from this document and replaced with the link to latest Identity and Access services build pack for the most current details</li> </ul>
07/07/23	2.3	<ul style="list-style-type: none"> <li>Updated Example SOAP response structure with a new field errorDescription</li> <li>Included new table for fields provided under Example SOAP response structure</li> </ul>
26/01/22	5.3	<ul style="list-style-type: none"> <li>Removed error code 144</li> </ul>
30/01/23		Corrected cover page date.
18/01/23	3.1	<ul style="list-style-type: none"> <li>Amended the description for the referenceId field removed the statement that the field is case-sensitive as this no longer applies.</li> </ul>
30/11/22	5.3	<ul style="list-style-type: none"> <li>Updated description for error code 131</li> <li>Added error code 137</li> </ul>
	3.1.1	<ul style="list-style-type: none"> <li>Removed line number amendment method</li> </ul>
	3.1	<ul style="list-style-type: none"> <li>Updated referenceId field to be a required field</li> <li>Provided additional notes for lineNumber and referenceId</li> </ul>
26/01/22	5.3	<ul style="list-style-type: none"> <li>Error code 180 added</li> </ul>
17/09/21		<ul style="list-style-type: none"> <li>October 2021 release changes</li> </ul>
	3	<ul style="list-style-type: none"> <li>Added description at end of section to cover bankruptcy after October 2021</li> </ul>
	5.3	<ul style="list-style-type: none"> <li>Error codes 200 added</li> </ul>
	3.1	Following fields now accept negative values: <ul style="list-style-type: none"> <li>priorPeriodGrossAdjustment</li> <li>priorPeriodPAYEAdjustment</li> <li>totalPriorPeriodGrossAdjustment</li> <li>totalPriorPeriodPAYEAdjustmentsS</li> </ul>
		<ul style="list-style-type: none"> <li>Glossary removed</li> </ul>
	2.3	<ul style="list-style-type: none"> <li>Removed 'To:' parameter from first sentence and also from example SOAP request structure</li> </ul>

Date of change	Document section	Description
04/06/21		<ul style="list-style-type: none"> <li>First paragraph updated</li> </ul>
	3.1	<ul style="list-style-type: none"> <li>Typo corrected in essEarnings field description</li> </ul>
	2.4	<ul style="list-style-type: none"> <li>Security section restructured – now contains sub-sections on information classification, transport layer security and certificates, ciphers, end points, and authentication and authorisation</li> </ul>
	2.4.2	<ul style="list-style-type: none"> <li>New information added to provide for Inland Revenue's support for TLS1.3, and deprecation of certain TLS1.2 ciphers</li> </ul>
		<ul style="list-style-type: none"> <li>Updated end point information on web service consumer identification for desktop connections (in table)</li> </ul>
		<ul style="list-style-type: none"> <li>Updated list of recommended certificate authorities</li> </ul>
		<ul style="list-style-type: none"> <li>Updated list of requirements for accepting public X.509 keys – now includes ECDSA</li> </ul>
	1	<ul style="list-style-type: none"> <li>Moved 'Mutual Transport Layer Security and certificates' section into section 2.4</li> </ul>
		<ul style="list-style-type: none"> <li>'Prerequisites' table removed and absorbed into section 2.4.2</li> </ul>
	4	<ul style="list-style-type: none"> <li>Renamed 'End points, schema and WSDLs' section to 'Additional development resources'</li> </ul>
		<ul style="list-style-type: none"> <li>Removed section with redundant reference to end points</li> </ul>
03/02/21	5.1	<ul style="list-style-type: none"> <li>Updated description of following response code: (none) (soap fault) UnAuthorised</li> </ul>
	3.1	<ul style="list-style-type: none"> <li>Note added to isNilReturn field description: NOTE: If no line items are being provided in the return payload, the value of this field should be 'true'.</li> </ul>
	5.3	<ul style="list-style-type: none"> <li>Error code 136 added – 'Nil return not indicated despite missing line items'</li> </ul>
18/11/20	3.1	<ul style="list-style-type: none"> <li>Accepted tax codes updated to include SA and SASL</li> </ul>
21/10/20	5.2	<ul style="list-style-type: none"> <li>Message and description of error code 144 updated</li> </ul>
25/08/20	V2 SERVICE UPDATES	<ul style="list-style-type: none"> <li>Amended minor typo</li> </ul>
	V2 SERVICE UPDATES	<ul style="list-style-type: none"> <li>Removed comment that a return can take up to a day to process.</li> <li>Added comment that returns will process within 5 minutes</li> </ul>



Date of change	Document section	Description
28/07/20	5.3	<ul style="list-style-type: none"> <li>New error code 173 added</li> </ul>
	1.1	<ul style="list-style-type: none"> <li>Updates made to boxed instructions for where to find additional information such as business-level context, use cases and links to relevant policy.</li> </ul>
	1.3	<ul style="list-style-type: none"> <li>Updated instructions on where to find related build packs.</li> </ul>
	4	<ul style="list-style-type: none"> <li>Removed boxed instructions on where to find current end points, schemas and WSDLs and updated with new instructions.</li> </ul>
	4.3	Removed redundant note at end of section regarding WSDLs.  Added following text: <ul style="list-style-type: none"> <li>See beginning of <a href="#">section 4</a> for instructions on where to find WSDLs for this service.</li> </ul>
	4.1	Text updated to this: <ul style="list-style-type: none"> <li>See instructions above for where to find end points for this service.</li> </ul>
	4.2	Note added: <ul style="list-style-type: none"> <li>See instructions at beginning of section 4 for where to find schemas for this service.</li> </ul>
	2.4	Note added at end of section: <ul style="list-style-type: none"> <li>For updates to versions of the SOAP architecture including the communication standards, security and service end points, please follow the links provided in <a href="#">section 4</a>.</li> </ul>
03/04/20	3	<ul style="list-style-type: none"> <li>Updated hyperlink in boxed text at start of section</li> </ul>
		<ul style="list-style-type: none"> <li>V2 released</li> </ul>