Payroll with SD Worx (Finland)
Last Updated by Nordics Knowledge Base Manager

Details

Salary payment date and salary slips

The salary slips will be sent electrically to your internet bank (as online salary). Salary payment date is 25th or the working day prior that.

Taxation cards

SD Worx will get the taxation cards electronically from the taxation authorities in the beginning of the year and also for the new employees during the year.

If you change your taxation card during the year, please make it in MyTax and SD Worx will get it directly. Please pay attention to that the effective date of the tax card must be a day after the previous salary payday. Capgemini's payroll coordinator does not need your taxation card.

When and how to contact SD Worx?

Contact SD Worx directly if you need to:

- Send questions of your salary calculation
- Ask about your taxation withholding

You can contact SD Worx via customer pages: https://nordicsupport.sdworx.com

SD Worx service desk (9-15): 020 717 7825

Please find the Customer Page's user guide for employee with tickets as well as login guide at the bottom of the page.

When to contact FI,
Payroll Finland / Capgemini's payroll coordinator?

Contact Capgemini's payroll coordinator if you have questions about Capgemini's policies like sickness/vacation/leave and other absence (after first checking relevant Talent/Knowledge Base pages).

This page is to be updated soon with new system information on where to update personal data, change private information, update bank account details, language of the payslip, home address

You can contact payroll coordinator by sending email to FI, Payroll Finland

Good to know (Q&A)

According to the new TES (valid 26.4.2022 onwards) **Vacation money** is paid for the vacation days earned 1.4.2021 onwards when you use the vacation days (not anymore in June and February). You can see your available vacation days from your salary slip, please note that the amount is always the days earned by 31.3. last year (the vacation earning year is 1.4. - 31.3.)

CTR is used to record working time (regular working hours, absences, vacation, and overtime). Information from CTR is transferred to SD Worx afterwards on monthly basis. This means for example that unpaid leave is deducted and overtime is paid in next month's salary.

Exception to this is the beginning of year, when due to CTR cutoff hours can't be transferred to SD Worx in regular schedule. Then the delay in additional payments/deductions can be longer. Also, additional payments/deductions are not made in July, when exceptional payroll schedule is followed.

Attachment

📄 SD Worx Asiakassivut.pdf
📄 SD Worx Customer pages.pdf