Schwab 401k Eligibility and Payroll Combined

Interface Requirements Specification

# Select Quote

# Contact Information

## Customer Contact

|  |  |  |
| --- | --- | --- |
| **Name** | **Tel** | **Email** |
| First Last | ###-###-#### | name@domain.com |

## Vendor Contact

|  |  |  |
| --- | --- | --- |
| **Name** | **Tel** | **Email** |
| First Last | ###-###-#### | name@domain.com |

## Vendor SFTP Contact

|  |  |  |
| --- | --- | --- |
| **Name** | **Tel** | **Email** |
| First Last | ###-###-#### | name@domain.com |

## Integration Contact

|  |  |  |
| --- | --- | --- |
| **Name** | **Tel** | **Email** |
| Lea King | Click here to enter text. | lking@tekpartners.com |

# Revision History

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Date** | **Version** | **Revision Description** | **Comments** | **Author** |
| **1** | 02/15/2021 | 1.01 | Initial Draft |  | Lea King |
| **2** |  |  |  |  |  |
| **3** |  |  |  |  |  |
| **4** |  |  |  |  |  |

# 

# File Information

|  |  |  |  |
| --- | --- | --- | --- |
| **File Type** | [ Choose File Type ] | **Output Type** | [ Choose Output Type ]  **Delimiter Handling (if applicable)**  ☐ Enclose output values in double-quotes  ☐ Remove delimiters from output values  ☐ Other |
| **Interface Decommissioning** | Are there current / otherinterfaces that this interface is replacing?):  ☐ No  ☐ Yes : *Customer must open a Support Ticket to request that current interface is turned off* | **File Name** | **Prod File***: VENDOR\_Customer\_Type\_CCYYMMDD.HHMMSS where CCYYMMDD = date the file is created*  **Test File:** VENDOR\_Customer\_TEST\_CCYYMMDD.HHMMSS  **OE File:**  VENDOR\_Customer\_OE\_CCYYMMDD.HHMMSS |
| **Frequency** | ☐ Payroll Automation: File will send based on Payroll . Blank files can be received? ☐ Yes  ☐ Per Pay Group (By Payroll): A separate file will generate for each Pay Group and transmit once each payroll posts and closes. Number of Pay Groups:  ☐ Per Pay Date (By Pay Period): A single file will generate for all Pay Groups by Per Control setup under the Payroll Automation rule and transmit once payroll has posted/closed for all included Pay Groups. Sequence 2-9 payrolls produce their own files. Pay Groups with different frequencies also produce their own files, even if there is a shared Pay Date. Pay Frequencies: | | |
| **Is automated Transmission required?** | ☐ Yes |  |  |
| **Export Selection Criteria Functionality** | **Select all that apply:** | **Qualifier Notes:** | |
| ☐ Pay Period Range |  | |

# Business Rules - Customer Confirmation

401k

1. Vendor Name:  
   Schwab
2. Type of 401K File

|  |  |  |
| --- | --- | --- |
| Type | Employees to Include | Notes |
| ☒ **Eligibility** | Other (Describe in Notes) | All employees except eecemptype = INT or TES |
| *This file typically will include All Employees Eligible for the plan whether they enroll or not* | | |
|  | | |
| ☒ **Contribution** | Employees with Contributions in the Date Range of the File | Click here to enter text. |
| *This file will typically only include employees who contribute to the plan via a deduction via Payroll.* | | |

1. Will you have employees that have active Deductions in multiple component companies?

☒ No ☐ Yes

1. **Please specify your plan year:**  
   **June - July**
2. What contribution types should be included on the file?  
   Please include the applicable UltiPro Deduction Codes for each that apply:

Type UltiPro Deduction Code

401K $ or % 700

Roth $ or % 704

Match MATCH

Loans 765

Profit Sharing PROSH

# Business Rules - Vendor Confirmation

401k

1. **Confirm how you would like to send termination of coverage on this file:** leave on file for 365 days after eecdateoftermination or as long as PdhDedCalcBasisAmt where PdhDedCode is like (700, 704, MATCH) is > 0.
2. **Are negative values (contributions less than $0) allowed?**

**☐Yes**

☒ No

# Notes to Developer

Fixed length text file