

The following changes (**highlighted in yellow**) need to be made after your last payroll of 2019 and before your first payroll of 2020. Also make sure the first payroll period starts at **2020-01**.

This guide is only provided as an example as to how to update your payroll rates and it is up to the user to insure that all rates are correct and entered properly. RSA Software assumes no responsibility for incorrect/missing information as well as for any penalties/interest charged by government agencies.

The T4 will be printed on letter sized plain paper but the Quebec Relevé 1 (RL-1-T) needs to be printed on forms supplied by Revenu Québec. You can order the forms online here :

https://www5.services.mrq.gouv.qc.ca/MrqAnonyme/P2/P201/P201A1_01A_PIU_CommPublFor_PC/AccueilPIU.aspx?CLNG=A

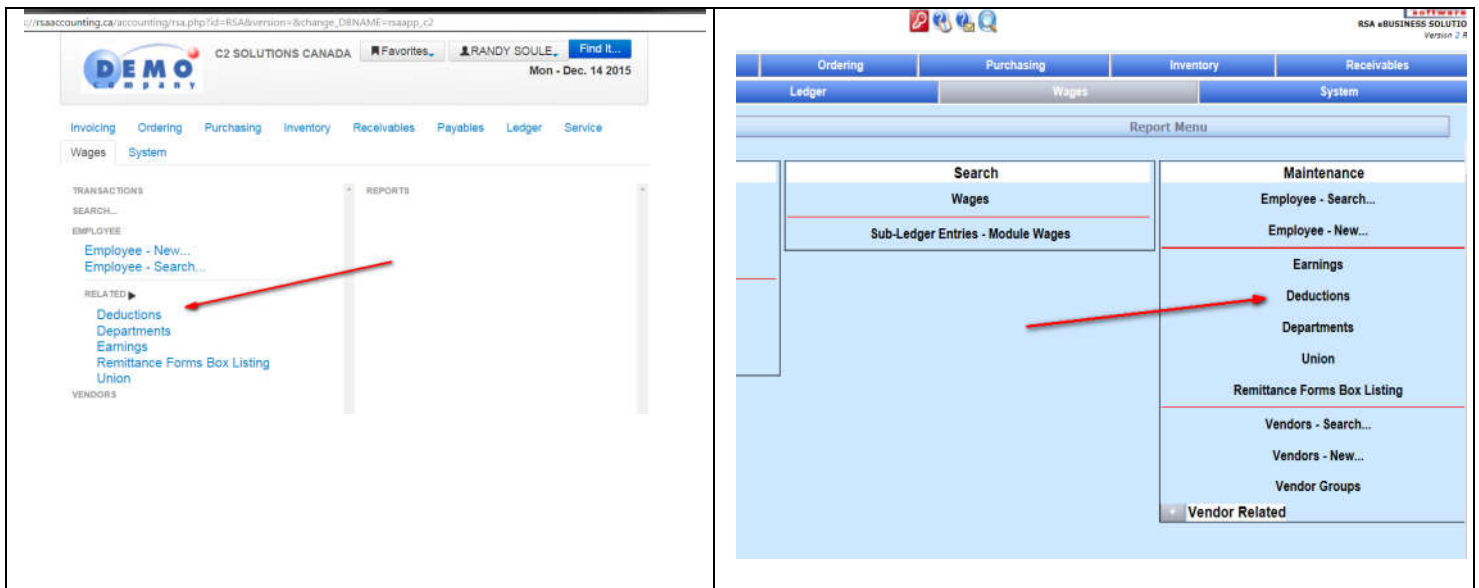
ONLINE CALCULATOR (QUEBEC)

<https://www.revenuquebec.ca/fr/services-en-ligne/outils/webras-et-winras-les-outils-de-calcul-des-retenues-a-la-source-et-des-cotisations-de-lemployeur/webras/>

ONLINE CALCULATOR (CANADA)

<https://www.canada.ca/en/revenue-agency/services/e-services/e-services-businesses/payroll-deductions-online-calculator.html>

Depending on the version of RSA you are using, you can find the Deductions here :



FEDERAL INCOME TAX

Deductions - Modify...FEDTAX

PROFILE GENERAL EARNINGS

Deduction: FEDTAX Active

LanguageDescription

English: FEDERAL TAX

French: IMPÔT FEDERAL

System Function: PRFED2001

Type: Income Tax Union: No

Display Order: 10

Tax level:

Annual Maximum: 0.00 Annual Exemption: 0.00 Annual Calculation: 0.00

Employee Deduction: 0.0000 \$

Vendor: RECGEN_DAS Expense Account: Use Vendor Expense Account

QUEBEC INCOME TAX

Deductions - Modify...QUETAX

PROFILE GENERAL EARNINGS

Deduction: QUETAX Active

LanguageDescription

English: QUÉBEC TAX

French: IMPÔT QUÉBEC

System Function: PRQUE2001

Type: Income Tax Union: No

Display Order: 21

Tax level:

Annual Maximum: 0.00 Annual Exemption: 0.00 Annual Calculation: 0.00

Employee Deduction: 0.0000 \$

Vendor: MINREV_DAS Expense Account: Use Vendor Expense Account

CANADA PENSION PLAN

Deductions - Modify...CPP

PROFILE GENERAL EARNINGS

Deduction: CPP Active

Language Description

English: CANADA PENSION PLAN

French: COTISATIONS AU CCP

System Function:

Type: Withholding Union: No

Display Order: 12

Tax level:

Annual Maximum	Annual Exemption	Annual Calculation
2898.00	3500.00	0.00

Employee Deduction: 5.2500 %

Vendor: RECGEN_DAS Expense Account: Use Vendor Expense Account

Employer Deduction: 5.2500 % Expense Account: 56230 ~ FRINGE BENEFITS

Government Group: Used In Tax Calculation as: GOVERNMENT PENSION PLAN

QUEBEC PENSION PLAN

Deductions - Modify...QPP

PROFILE GENERAL EARNINGS

Deduction: QPP Active

Language Description

English: QUÉBEC PENSION PLAN

French: COTISATIONS AU RRQ

System Function:

Type: Withholding Union: No

Display Order: 22

Tax level:

Annual Maximum	Annual Exemption	Annual Calculation
3146.40	3500.00	0.00

Employee Deduction: 5.7000 %

Vendor: MINREV_DAS Expense Account: Use Vendor Expense Account

Employer Deduction: 5.7000 % Expense Account: 56230 ~ FRINGE BENEFITS

Government Group: Used In Tax Calculation as: GOVERNMENT PENSION PLAN

EMPLOYMENT INSURANCE

Deductions - Modify...EI

PROFILE GENERAL EARNINGS

Deduction: EI Active

LanguageDescription

English: EMPLOYMENT INSURANCE

French: ASSURANCE D'EMPLOI

System Function:

Type: Withholding Union: No

Display Order: 12

Tax level:

Annual Maximum	Annual Exemption	Annual Calculation
856.36	0.00	0.00

Employee Deduction: 1.5800 %

Vendor: RECGEN_DAS Expense Account: Use Vendor Expense Account

Employer Deduction: 2.2120 % Expense Account: 56230 ~ FRINGE BENEFITS

Government Group: Used In Tax Calculation as: EMPLOYMENT INSURANCE

EMPLOYMENT INSURANCE (QUEBEC)

Deductions - Modify...QEI

PROFILE GENERAL EARNINGS

Deduction: QEI Active

LanguageDescription

English: EMPLOYMENT INSURANCE (QUÉBEC)

French: ASSURANCE D'EMPLOI (QUÉBEC)

System Function:

Type: Withholding Union: No

Display Order: 12

Tax level:

Annual Maximum	Annual Exemption	Annual Calculation
650.40	0.00	0.00

Employee Deduction: 1.2000 %

Vendor: RECGEN_DAS Expense Account: Use Vendor Expense Account

Employer Deduction: 1.6800 % Expense Account: 56230 ~ FRINGE BENEFITS

Government Group: Used In Tax Calculation as: EMPLOYMENT INSURANCE

QUEBEC PARENTAL INSURANCE

Deductions - Modify...QPIP

PROFILE GENERAL EARNINGS

Deduction: QPIP Active

LanguageDescription

English: QUÉBEC PARENTAL INSURANCE PLAN

French: ASSURANCE PARENTALE QUÉBÉC

System Function:

Type: Withholding Union: No

Display Order: 23

Tax level:

Annual Maximum	Annual Exemption	Annual Calculation
387.79	0.00	0.00

Employee Deduction: 0.4940 %

Vendor: MINREV_DAS Expense Account: Use Vendor Expense Account

Employer Deduction: 0.6920 % Expense Account: 56230 ~ FRINGE BENEFITS

Government Group: Used In Tax Calculation as: QUEBEC PARENTAL INSURANCE PLAN

QUEBEC HEALTH INSURANCE

The employer contribution rate is generally 1.65% for employers whose annual payroll is \$1M or less. The rate is reduced to 1.25% for employers in the primary and manufacturing sectors. When the payroll exceeds \$1M, the rate increases gradually up to 4.26%. Please verify your situation.

Deductions - Modify...QHIP

PROFILE GENERAL EARNINGS

Deduction: QHIP Active

LanguageDescription

English: QUÉBEC HEALTH INSURANCE

French: FOND DE SERVICES DE SANTÉ

System Function:

Type: Withholding Union: No

Display Order: 24

Tax level:

Annual Maximum	Annual Exemption	Annual Calculation
0.00	0.00	0.00

Employee Deduction: 0.0000 %

Vendor: MINREV_DAS Expense Account: Use Vendor Expense Account

Employer Deduction: 1.6500 % Expense Account: 56230 ~ FRINGE BENEFITS

Government Group: Used In Tax Calculation as: None

Note: A red box highlights the Employer Deduction field (1.6500 %) with a red arrow pointing to it from a text box that says "Enter your applicable rate".

WORKPLACE SAFETY (ONTARIO)

Deductions - Modify...WSIB

PROFILE GENERAL EARNINGS

Deduction: WSIB Active

Language Description

English: ONTARIO WORKPLACE SAFETY AND INS

French: CSPAAT

System Function:

Type: Withholding Union: No

Display Order: 25

Tax level:

Annual Maximum	Annual Exemption	Annual Calculation
0.00	0.00	95400.00

Employee Deduction: 0.0000 %

Vendor: MINREV_DAS Expense Account: Use Vendor Expense Account

Employer Deduction: 0.5900 % Expense Account: 56230 ~ FRINGE BENEFITS

Government Group: Used In Tax Calculation as: None

Enter your applicable rate

CSST (QUEBEC)

Deductions - Modify...CSST

PROFILE GENERAL EARNINGS

Deduction: CSST Active

Language Description

English: CSST

French: CSST

System Function:

Type: Withholding Union: No

Display Order: 25

Tax level:

Annual Maximum	Annual Exemption	Annual Calculation
0.00	0.00	78500.00

Employee Deduction: 0.0000 %

Vendor: MINREV_DAS Expense Account: Use Vendor Expense Account

Employer Deduction: 0.5000 % Expense Account: 56230 ~ FRINGE BENEFITS

Government Group: Used In Tax Calculation as: None

Enter your CSST rate