Summary of Employer Reports

I1 and I2 Data Interface and Contribution Related Reports:

FUNCTION CATEGORY	NAME OF REPORT	PURPOSE
I1 **DEMOGRAPHIC & HR DATA VALIDATIONS** (BI-WEEKLY)	1. interface File Validation Details 2. Rejected 3. Significant Changes 4. Retroactive Changes 5. Termination 6. New Hire 7. Load Summary 8. Pension History, Service History, Pay Rate History	Data errors, edits and validations for the I1 file - refer to section Reporting Data and the I1 & I2 Data Interfaces and subsection I1 Data Validation Reports for process details.
I2 **PAYROLL & CONTRIBUTION DATA VALIDATIONS** (BI-WEEKLY)	1. Interface File Validation Details 2. Rejected 3. Contribution Discrepancy 4. Audit Controls	Data errors, edits and validations for the I2 file – refer to section Reporting Data through the I1 & I2 Data Interfaces and subsection I2 Data Validation Reports for process details.
I12 **PAYROLL BUYBACK DEDUCTIONS** (BI-WEEKLY) For WSIB and WISE Trust Only	1. I12 Buyback Deduction Setup	Buyback deduction setups sent biweekly via SFTP to WSIB and bi-weekly via DataLink to WISE Trust only. If there are no setup records to report for the reporting period, an I12 file/report will not be sent.
CONTRIBUTION REMITTANCE & T4 BOX 20 UPDATE (MONTHLY)	1. Employer Remittance Statements 2. I-3 Deemed Contributions (reference only) 3. Monthly New Buyback Report	Remittance Statement sent to employers (except WISE Trust) for monthly payment of pension contributions into the Fund for amounts owing for the specified reporting period - refer to section Contribution Remittance for process details. For updating Box 20 of the T4, refer to subsection Monthly New Buyback Report for process details.

Other Process Related Reports:

CATEGORY	NAME OF REPORT	PURPOSE
ENROLMENT (BI-WEEKLY)	1. Eligibility Validation	List of employees who failed eligibility validations – identifies eligible employees that may have been missed or employees that may have been incorrectly identified as eligible in their reporting period – refer to Enrolling a Member subsection Permanent Employees for process details.
	2. Temporary Eligibility	List of part-time and temporary employees that need to be enrolled in your HR/Payroll system for the reporting period – refer to Enrolling a Member subsection Temporary Employees for process details.
RETIREMENT (BI-WEEKLY)	1. Retirement Initiation	List of members for which a retirement package was produced for the reporting period – refer to section Retiring a Member for process details.
	2. Age 71	List of active members who will reach age 71 in the calendar year – refer to subsection Mandatory Retirement at Age 71 for process details.
TERMINATION (BI-WEEKLY)	1. Termination Report	List of members who terminated employment during the reporting period – refer to section Terminating a Member for process details, that includes confirming the termination reason as voluntary vs involuntary and confirming the ESA Notice Period End Date for ESA lump sum notice payouts.
I10 **INACTIVE DEMOGRAPHIC DATA** (DAILY for WSIB; MONTHLY for SWAs)	1. I-10 Inactive Member Data Interface/Report	Provides employers with changes in retiree & survivor demographic data that has been updated on eePoint during the reporting period including address, contact information,

		and date of death – for employer information only (i.e., for post-retirement employer sponsored benefit programs, if any). Note: Sent daily via SFTP to WSIB and monthly via DataLink to SWAs; not required for WISE Trust.
PENSION ADJUSTMENTS (ANNUAL)	1. I-7 Pension Adjustment	T4 Tax Slip Reporting – refer to subsection Annual Pension Adjustment Report (I7) for process details.
CPP STATUS (ANNUAL)	1. CPP Status approaching Age 65 or older	Members in receipt of CPP – refer to section Contributions for Members Exempt from CPP Contributions (CPT30 Form) for processing and supporting CPT30 form requirement details.
FORECAST REPORT (ANNUAL)	1. Forecast Report	Provides early retirement dates and other pension data for each employer's active employees (for information only).