
10 Payroll New Starter process chain – short version

In addition to the process chain detailed above, there is a short version containing 7 steps:

- National Insurance details
- Pension details
- Tax code details
- Key date details
- Social Security Details
- Bank Account details
- Payment method details

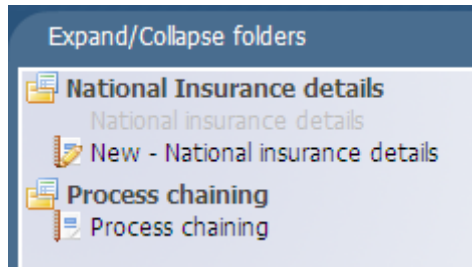
To access this process chain

1. Use the search facility to locate the person whose details you wish to maintain.
2. Select the UK Legislation folder and choose National insurance details

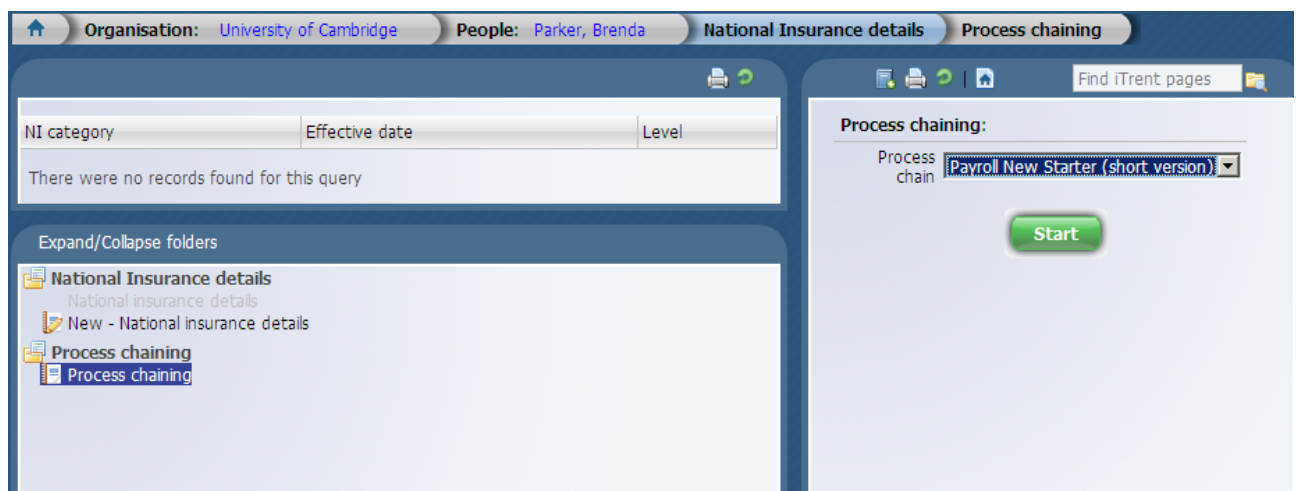


3. Select National Insurance details

4. Select the Process chaining menu and process chaining



5. Select the Payroll New Starter (short version) process chain



6. Click on start.