

Activate the power of **DONE!**



Your Employer Interim Reconciliation is **DONE** only when your EMP501 submission has been successfully processed and confirmed.

Prepare and Reconcile

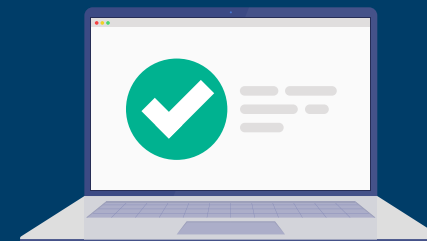
STEP 1



Confirm that your payroll information is accurate, complete, and ready for submission.

Submit Your EMP501

STEP 2



Submit your Employer Interim Reconciliation Declaration using the appropriate SARS submission channel (e@syFile™ Employer or eFiling).

Resolve Any Exceptions

STEP 3



Review and resolve validation errors, rejections, or outstanding issues that can affect your submission.

DONE Means Confirmed

STEP 6



Your reconciliation is **DONE** only when:

- > Your submission has been processed successfully
- > Any exceptions and errors have been resolved
- > No outstanding obligations remain

Check Your Submission Status

STEP 5



Review your submission status and PAYE Dashboard to confirm the outcome of your submission.

Confirm Submission Received

STEP 4



After submitting your EMP501 reconciliation, a confirmation message will indicate that it has been successfully processed by SARS. Use the PAYE Dashboard to verify that the submitted information is correct and reflects your expected values.

Your reconciliation is only **DONE** when your submission status reflects as successfully processed.