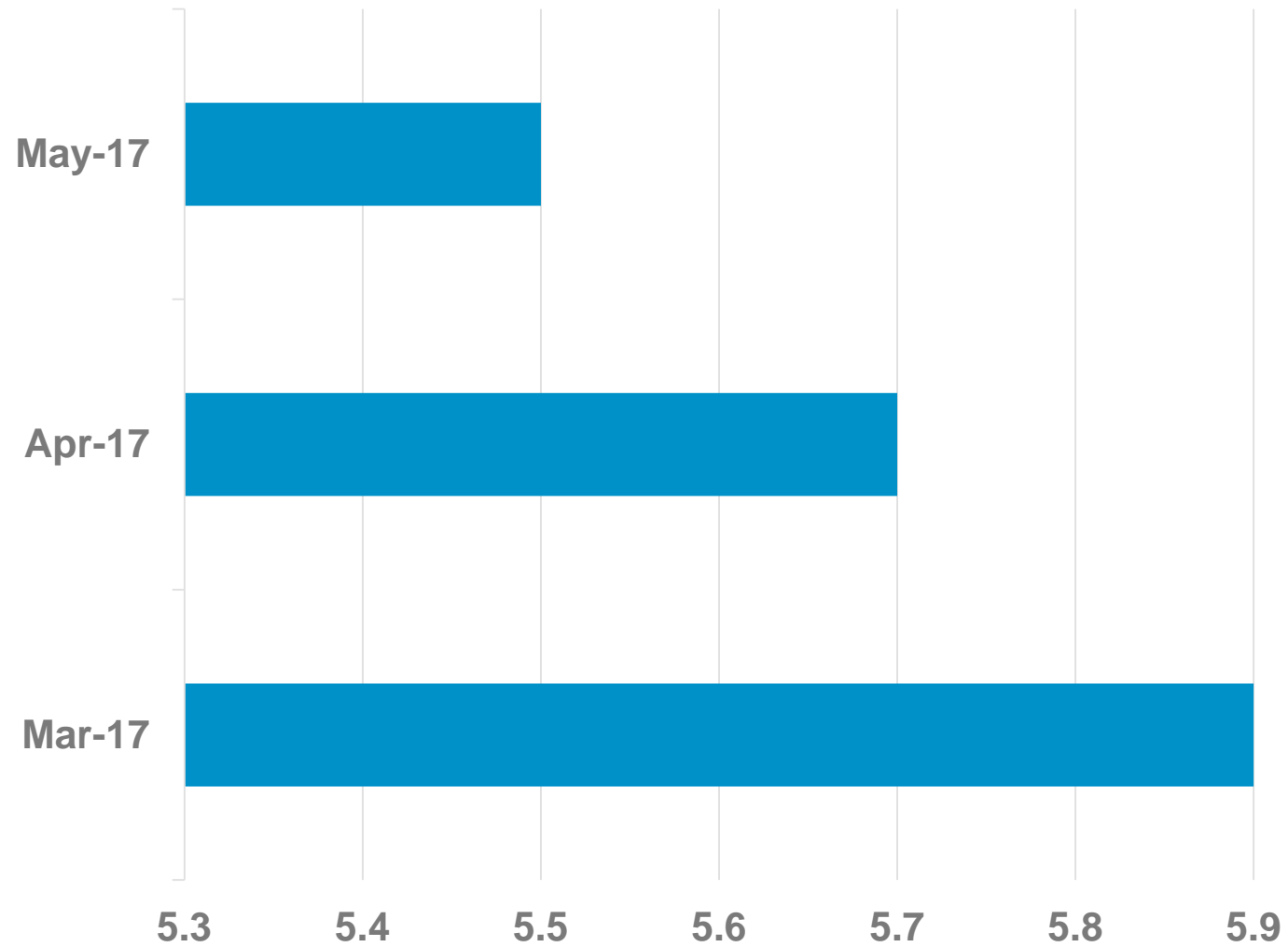


# IBM Update

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IBM Head of ESR Customer Relations  
and Education





**30/06/17 – Release 35**

**28/07/17 – Release 35.2**

**Aug – TRS M&M and Statement Generation**

**31/08/17 – Release 35.3**

**29/09/17 – Release 36**

**27/10/17 – Release 36.2**

**24/11/17 – Release 36.3**



**MOCPs take place at the beginning of every month**

**Spaces limited to 5 Trusts due to need to be completed by midnight.**

**First come, first serve basis**

**Over 50 and under 1,000 employees**

**Leaver and new starter process**

**PAYE References are issued by HMRC and MUST be used**

**If merging mid financial year and request a new PAYE Ref HMRC will insist it is used – financial penalty implications.**

**ESR cannot change PAYE reference mid year without leavers and new starters**

**If you "have to" speak to HMRC ensure you are aware of the impact as the merge will no longer be a feasible option!**

**Preferred option is:**

**Two Trusts merge, and rename the PAYE Reference of the target Trust.**

**All employees remain on the PAYE reference they are on at the time of merging until 6<sup>th</sup> April.**

**6<sup>th</sup> April ESR provides a solution to send leaver and new starter files at the start of the year, enabling staff to move onto one PAYE Reference.**



## SHEFFIELD AVAILABILITY AS AT 20TH JUNE

COURSE	START DATE	END DATE	FREE PLACES
Self Service	11th July	11th July	6
OLM	12th July	13th July	6
System Admin	18th July	18th July	13
ESR BI	19th July	20th July	0
Recruitment	15th August	15th August	11
HR	16th August	16th August	5
ESR BI	22nd August	23rd August	8



## WARWICK AVAILABILITY AS AT 20TH JUNE

COURSE	START DATE	END DATE	FREE PLACES
Recruitment	4th July	4th July	14
HR	5th July	5th July	8
Discoverer	6th July	7th July	14
ESR BI	12th July	13th July	5
Self Service	1st August	1st August	14
OLM	2nd August	3rd August	10
System Admin	16th August	16th August	13
ESR BI	17th August	18th August	8

**Bulletin Due out this week**

**Go Live date will be confirmed**

**Imperative that you have a login at Go Live**

**Without a login you cannot raise a Service Request**

**Without a login we cannot accept your call into the Helpdesk.**



**ESR leads – are all your team set up?**

**Have you requested registration then stopped?**

**Are you having trouble with the videos?**

**Have you forgotten your login?**

**Do you need any help?**



**The Registration Team are ready to help**

**We will undertake webinars to play the videos**

**We need you registered asap**

**Please follow the guidance – or ask for help**

**If you are a Remedy contact and have not heard let me know.**





Electronic Staff Record Programme



Thank You  
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