

Oracle Fusion Cloud Human Resources

How do I set up court orders for Ireland?

FA Latest



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G32669-01

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1 Court Orders

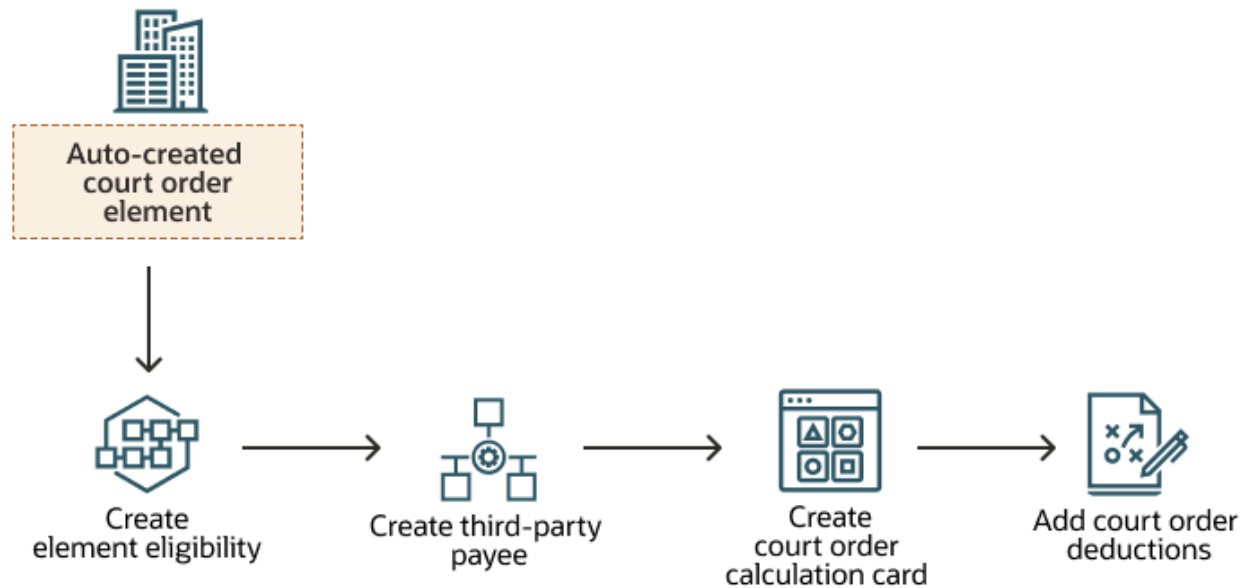
Overview

Use the concepts and tasks provided in this playbook to set up and allocate court orders (also known as attachment of earnings and notice of attachments) to make required deductions from your employees.

The application automatically provides all court order elements in the primary classification **Involuntary Deductions** with the fast formulas, lookups, value setup, value group, value definition, and range. Each type of court order is a predefined secondary classification. These are used when the court order element is processed for an employee.

These are the types of court orders:

- Attachment of Earnings Maintenance
- Attachment of Earnings Fines
- Notice of Attachment Revenue
- Notice of Attachment Department of Social Protection



These are the key tasks you need to perform while setting up elements for court orders:

1. Create the eligibility for a court order element.
2. Set up a third-party payee.
3. Create a court order calculation card.

4. Add a court order deduction.

Create the Eligibility for a Court Order Element

The court order element is predefined and the application creates the required indirect elements and the relevant fast formulas. You need to set up the element eligibility to attach elements to employees

Here's how you can do this:

Note: My Client Groups > Show More > Elements

1. Search for and select the Court Orders element.
2. In the Element Overview pane, select the folder **Element Eligibility**.
3. Use the Actions menu to select **Create Element Eligibility**.
4. Enter a unique name for the eligibility record.
5. Create the eligibility according to your requirement.
6. Submit your changes.

Create a Third-Party Payee

You need to set up third parties for court orders and define the recipients of the deductions as third-party payees.

You can use this for payments made:

- Directly to the individual
- Directly to the organization

Before you start

- You need to have set up the organization payment method.
- You need to add the organization payment method to the employee's payroll **Valid Payment Method**.

Note: My Client Groups > Show More > Payroll > Third Parties

Here's what to do

1. Create a third party and select the **Party Type**.
2. Select the Party Usage Code as **External Payee** and continue.
3. Enter the name of the third party.
4. Add an address and provide the details.
5. Add a contact and provide the details.

6. Submit your changes.
7. Select the legislative data group for the third party.
8. Add the bank and provide the bank account for the third-party payment.
9. Save your changes.

After you create the third party, you need to link it to the organization payment method.

Results:

You can now select this third party from the list of values for the **Payee for Order Amount** field. You can do this in the Court Orders calculation card component.

Note: All court orders must have a third-party set up. For non third-party payment court orders, you can either provide a dummy bank account within the Banking Details component or create a dummy third-party payment method as either cheque or cash. You can then attach this to all your non third-party court orders.

Create a Court Order Calculation Card and Add Deductions

You need to create a Court Order calculation card to set up the court order deductions for an employee. You can add one or more court order deduction components to the card.

Before you start

- You need to have created the **Court Orders** element eligibility
- You need to have set up third parties for payment.

Note: **My Client Groups > Show More > Payroll > Calculation Cards**

Here's what to do

1. In Payroll, search for and select the employee for court order deductions.
2. Create the court orders calculation card and provide the effective date.
3. Save your changes.

1. | Note: Creating the calculation card automatically creates a Court Order Information component.

You need to set up the court order component and component details. To add a court order deduction:

4. In the Calculation Components section, add a row. These are the court order types:
 - Attachment of Earnings Maintenance
 - Attachment of Earnings Fines
 - Notice of Attachment Revenue
 - Notice of Attachment Department of Social Protection
5. Select the court order type in the Calculation Component field.

6. Provide a unique **Reference Code**.

7. Provide an **Employment ID**.

8. Save your changes.

The calculation component displays the court order you created as a new record. The corresponding calculation component details is automatically created.

9. Provide the relevant values in the calculation component details.

Depending on the type of court order, the calculation component details might have additional fields such as Spouse Portion, Child Portion, Maintenance Spouse Portion, Maintenance Child Portion.

10. Save your changes.

Court Orders Before and After Local Property Tax

If a court order is already created for an employee and the employer later receives RPN instruction to deduct LPT, then the court order takes priority over LPT and vice versa.

If both court order and LPT were received on the same day, court order takes priority over LPT.

How Multiple Court Orders are Processed

When multiple court orders exist for an employee, they're processed in the sequence of Court Order Date.

If multiple court orders are received with the same Court Order Date, then they're processed by the Effective Start Date and then the order of component IDs.

