

Payday Super Timeline



Over the next six weeks business should prepare for Payday Super. This fact sheet will help you prepare by setting out a pathway to follow.



Payday Super is a major shift in how employers must pay superannuation. It is essential to understand how these changes apply to your business.

Review current arrangements

- ▶ How are salary and wages currently processed – weekly, fortnightly, or monthly?
- ▶ How are contractors paid (i.e. via accounts payable or as part of the payroll function) and do any of them require super?
- ▶ Are there upcoming cash-flow pressures that could affect your ability to transition into the new system?
- ▶ Do any awards or employment contracts specify when salary, wages or super must be paid? (It is important to understand any extra timing obligations).
- ▶ Do you use the ATO's Small Business Superannuation Clearing House? Note it will close from 1 July 2026, so you will need an alternative arrangement for payments.

Identify what needs to change

- ▶ Timing – super must be paid on payday.
- ▶ Reporting – employers must report salary, wages and super through STP each payday.
- ▶ Approval processes – ensure your internal approval steps allow super to be paid on payday.
- ▶ Contractor arrangements – while contractor payments do not need to be reported through STP, super must still be paid on the same day the contractor is paid.

Identify which payments are included or excluded

Compulsory super applies to certain payments to employees, now called qualifying earnings, including:

- ▶ Ordinary times earnings (OTE).
- ▶ Commissions.
- ▶ Salary sacrificed contributions.

Payments not subject to compulsory super include:

- ▶ Overtime (even if super is paid late).
- ▶ Payments above the maximum contribution base, for example, earnings over \$270,830 for the 2026–27 income year.



Review previous compliance

- ▶ Identify any past mistakes and their causes.
- ▶ Confirm whether those issues have been fixed; if not, plan how to address them.



Where to find more information
[Payday Super | Australian Taxation Office](#)



Productivity, Education and Training Fund
An Australian Government Initiative