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**SSA/IRS**

# Reporter

**Summer 2018**

**A Newsletter for Employers**

## Try electronic payment options if you owe taxes

If you owe taxes, there are safe and easy ways to pay the IRS electronically. Taxpayers can pay online, by phone or using their mobile device and the [IRS2Go app](#).

[Electronic Funds Withdrawal](#) allows taxpayers to e-file and pay when using tax preparation software or a tax professional. With EFW, taxpayers can set up a direct debit payment from their bank account.

An option for your employees is [IRS Direct Pay](#); it's free and they can pay from their checking or savings account. Employees can change or cancel a payment using the Look Up a Payment feature up to two business days before the payment date. They can opt in to receive email notifications about their payment. To access Direct Pay go to [IRS.gov/payments](#) or use the [IRS2Go app](#).

Individual and business taxpayers enrolled in the [Electronic Federal Tax Payment System](#) can submit their payments securely without a fee. Taxpayers can opt in to receive email notifications about their payments. For enrollment information, visit [EFTPS.gov](#) or call 800-555-4477.

Business and individual taxpayers can pay by debit or credit card, online, by phone or with [IRS2Go](#) through authorized debit and credit card processors. Though the IRS does not charge a fee for this service, there is a fee from the card

processors. Visit [IRS.gov/payments](#), click debit or credit card for authorized card processors and their phone numbers.

Individual taxpayers, choosing to pay with cash, can pay at more than 7,000 7-Eleven stores nationwide. To pay with cash, first visit [IRS.gov/paywithcash](#) and follow the instructions.

Individual taxpayers can access their tax account information on [IRS.gov/account](#). They can view the taxes they owe, payment history, and pay by bank account, debit or credit card or apply for an installment agreement. They can also view their federal tax records and key tax return information from the most recent return.

Monthly payment agreements are available for both business and individual taxpayers who need more time to pay. You can apply for an installment agreement with the [Online Payment Agreement tool](#).

Share these payment options with your employees. All IRS payment options are available at [IRS.gov/payments](#). There's also two flyers available on [IRS.gov](#) about [all payment options](#), and [how to pay with cash](#).

IRS

## New Hire Reporting and the Revised 2018 Form W-4

The IRS recently revised the [2018 Form W-4, Employee's Withholding Allowance Certificate](#). The updated form now includes field 9, which employers may use to enter the employee's first date of employment, if sending a copy of the form to the State Directory of New Hires for new hire reporting. The first date of employment is the date that the employee first performed services for the employer. Employers may also use this field to enter a rehire date if the employee was separated from the employer's service for at least 60 days.

In 2010 and 2011, changes to the Social Security Act required employers to report the date of hire and rehire to the State Directory of New Hires as an antifraud measure aimed at reducing the number of overpayments to individuals receiving unemployment insurance benefits. After these changes, employers could not use a copy of the W-4 for new hire reporting because it did not contain the new required date of hire data element.

Despite the federal Office of Child Support Enforcement's (OCSE) Employer Services/National Directory of New Hires (NDNH) Team's outreach efforts,

many new hire records reported to the NDNH did not include the date of hire. We believed one way to increase compliance was to add the date of hire to the W-4. In 2016, we collaborated with the Department of Labor and the American Payroll Association and submitted a proposal asking the IRS to include the date of hire on the W-4.

Now that the IRS updated the form and instructions with the date of hire and included information about the requirement for employers to report new hires to the State Directory of New Hires, more employers will become familiar with their reporting requirements. The form also includes a link to our website that provides resources employers can use to find out about their roles and responsibilities in the child support program.

Remember that states may require additional data elements, so check the [New Hire Reporting](#) contacts and program information matrix on OCSE's website to be certain the W-4 contains all of the mandatory data elements for the state where you are submitting your report. [HHS](#)

## Wondering how much tax to withhold?

After recent tax law changes, please encourage your employees to consider a paycheck checkup using the IRS's [Withholding Calculator](#). This can help prevent an unexpected tax bill in 2019.

A paycheck checkup is especially important if your employees:

- Are a two-income family.
- Have two or more jobs at the same time or who only work part of the year.

- Claim credits like the child tax credit.
- Have dependents age 17 or older.
- Itemized deductions in 2017.
- Have high income or a complex tax return.
- Have a large tax refund or tax bill for 2017.

Visit [irs.gov/withholding](https://irs.gov/withholding) for details. [IRS](#)

## Simply watch and learn: FLSA compliance videos

Tired of poring through regulations and dense text trying to determine your legal responsibilities under federal labor law as an employer? The Wage and Hour Division in the Department of Labor, has a solution.

As part of our ongoing commitment to help employers understand their legal obligations, we have launched a new series of brief, plain-language videos to help explain those responsibilities.

We cut through the legalese and are providing these videos as a source for employers who simply want and need to understand what the law requires.

We consulted a variety of employers and other stakeholders during the production of these Fair Labor Standards Act (FLSA) tutorials, and incorporated their

feedback to provide these user-friendly, straightforward primers, delivered in a language and format that's engaging and easy to understand.

We believe that most employers want to do the right thing – they value their employees, and they want to operate in compliance. We're modernizing the tools we offer to help them along that path.

Please visit our [webpage](#) to check out the videos, along with the many other compliance assistance tools we offer.

Thank you for your continued interest in Wage and Hour Division developments, and for your shared commitment to promoting and achieving compliance. [APA](#)

# E-Verify.gov: A Resource for Employers and Employees

In April, U.S. Citizenship and Immigration Services (USCIS) launched our new user-friendly website, e-verify.gov. This new site is the authoritative source for accurate information and updates on E-Verify.

The website design includes:

- A new dynamic look and feel;
- Convenient links to our most frequented topics on the home page;
- Multiple access points for employers to enroll and login;
- Webinar schedules in either a calendar view or a list view; and
- Prominent tabs to make it easy for employers and employees to find information relevant to their needs.



The [Employers](#) tab features information for federal contractors and E-Verify employer agents, as well as links for web services and the verification process.

From our [Employees](#) tab, visitors can learn about employee rights and responsibilities, how to take action on a Tentative Nonconfirmation and correct their immigration records, managing email notifications, and accessing their myE-Verify accounts.

Looking for information about E-Verify and Form I-9, Employment Eligibility Verification? Users can easily find a link on our home page. E-Verify.gov is available in English and Spanish. If you want to receive regular E-Verify updates and other important updates, follow us on [Twitter @EVerify](#) and sign up for our [email](#) updates. Don't forget to bookmark us, too. [IRIS](#)

## E-Verify System Modernized for Employers

E-Verify released several new enhancements to help users navigate through the system more easily, improve customer experience, increase employer compliance and participation, and more.

Highlights include:

Improvement Description	Benefit to Users
Incorporate more plain language for instructions.	Increases comprehension and reduce confusion. Makes E-Verify more user-friendly.
Alert users earlier in the case creation process when a case is created and duplicate is found. After a user enters limited information, E-Verify checks for duplicate cases and notifies the user if one or more duplicate cases are found.	Reduces data entry. Improves users' ability to close cases.
Implement an auto-scroll feature that automatically advances to the next section on the page that needs to be completed.	Allows the user to edit case information without changing pages. Reduces the amount of time to load new pages.
Change the "Hire Date" to the employee's first day of employment.	Aligns E-Verify requirement with data collected on Form I-9. Reduces confusion on what qualifies as the actual "hire" date.
Make the photo-matching process more compatible with smartphones and tablets.	Gives users the option to take pictures of the document using mobile devices. Allows users to upload documents in different formats, like .jpg, .pdf, or .png.
Created an, "Are You Sure?" alert that is personalized to the user and only shows fields that may have triggered a TNC rather than showing all fields.	Allows users to identify errors and typos more easily.

Visit us online at [e-verify.gov](http://e-verify.gov) for a full list of system [enhancements](#), and go to our new [Employer Resource](#) page for a complete list of [job aids](#) and more. If you are enjoying the modernized E-Verify system, share your feedback with us at [enrmod-projectteam@uscis.dhs.gov](mailto:enrmod-projectteam@uscis.dhs.gov). [IRIS](#)

# The Department of Labor's New Payroll Audit Independent Determination (PAID) Program

## Helping more employees receive back wages—faster

The U.S. Department of Labor's Wage and Hour Division (WHD) has announced a new nationwide pilot, the Payroll Audit Independent Determination (PAID) program, which facilitates resolution of potential overtime and minimum wage violations under the Fair Labor Standards Act (FLSA). The program's primary objectives are to resolve such claims quickly and without litigation, to improve employers' compliance with overtime and minimum wage obligations, and to ensure that more employees receive the back wages they are owed—faster.

At times, employers may be the first to uncover violations of overtime or minimum wage laws. Many employers prefer to correct their mistakes and voluntarily pay their employees the wages they are owed. Fearing full-scale federal investigations or costly litigation, employers may choose not to address the violations at all—resulting in losses to employees, employers, and taxpayers.

### Purpose of the program:

The primary goals of the PAID program are identifying and correcting non-compliant practices so employees receive 100 percent of their back wages due. To that end, the PAID program will require employers to review their pay practices, accept compliance assistance, and correct the practices that led to the errors. WHD expects that many more employers will self-report and, as a result, that many more employees will be paid more quickly.

### How it works:

Under the PAID program, employers are encouraged to conduct audits and, if they discover overtime or minimum wage violations, to share this information with WHD, work with us in good faith to correct their mistakes, and provide due compensation to their employees in an expedited manner.

WHD will oversee the PAID program and, in each case, will evaluate the amount of wages due and supervise employers' payments to employees. Employees will receive 100 percent of the back wages paid, without having to pay litigation expenses, attorneys' fees, or other costs. They will also receive their back wages quickly—unlike in litigation, which can take years.

Employers that voluntarily self-report and work with the Department in good faith to take corrective action under the PAID program will not be subject to liquidated damages or civil money penalties as a condition to finalize settlements. Without exception, employers that participate in the program will be required to pay 100 percent of the back wages due for the violations they seek to resolve.

### Safeguards to prevent abuse:

The PAID program includes the following safeguards to protect employees and prevent abuse of the program:

- Employers may not participate in the program if WHD determines they are acting in bad faith or are under investigation for the potential violations at issue.

- Self-reporting is a requirement to participate—the PAID program is not available to settle ongoing lawsuits.
- Repeat violators cannot use the PAID program to resolve recurring violations.
- Settlements will be limited to the violations that employers self-report, and employees will not be required to accept settlements if they disagree with them.

### How to participate in the program:

All FLSA-covered employers are eligible to participate in the PAID program. To do so, employers must first review the program requirements and compliance assistance materials available on our [PAID website](#), then audit their compensation practices for potentially non-compliant practices. If the employer discovers any non-compliant practices or believes its compensation practices may be lawful but wishes to proactively resolve any potential claims, the employer must then contact WHD to discuss the issues for which it seeks resolution. Unless WHD denies the employer's request to participate in the program at the outset, WHD will inform the employer of the manner in which the employer must submit required information.

WHD will then evaluate the information provided and contact the employer to discuss next steps, including the collection of any other information necessary for WHD to assess the back wages due for the identified violations. After WHD assesses the back wages due, it will issue a summary of unpaid wages. WHD will also issue forms describing the settlement terms for each employee, which employees may sign to receive payment. Employers are responsible for issuing prompt payment; WHD will not distribute the back wages. Employers must pay all back wages due by the end of the next full pay period after receiving the summary of unpaid wages and provide proof of payment to WHD expeditiously.

Employers are required to follow specific protocols at each stage of program participation. Please visit the [PAID website](#) for the most current and complete program information.

WHD will implement the PAID pilot program nationwide for approximately six months, after which it will carefully evaluate the program and consider future options. WHD encourages employers to audit their compensation practices and consider participating in the PAID program. This will be a win for employees, a win for employers, and a win for taxpayers. More information about the program is available at [www.dol.gov/whd/paid/](http://www.dol.gov/whd/paid/). **DOL**



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