

Indberetning til barselsfonden

Definition

Reporting to the maternity fund at Danish Shipping must be done via upload of a CSV file, with one series of data concerning the individual employee.

Format

CSV (comma separated)

Construction

- The CSV file must contain 7 columns each with its own header that describes the column contents
- Headers should always be the first line of the file
- Each employee is represented by 1 separate line in the file
- Separators in the file must be “;”
- The specific contents of the csv file are specified in the next section

Eksempel

cpr;first_name;last_name;amount;register;atp;quarterly_hours

010280-3762;Sam;Petersen;450,00;DAS;284,00;480,99

010280-3763;Alice;Petersen;450,00;LAND;284,00;480,99

010280-3764;Benny;Petersen;450,00;DIS;284,00;480,99

Eksempel (in columns)

cpr	first_name	last_name	amount	register	atp	quarterly_hours
010280-3762	Sam	Petersen	150,00	LAND	852,03	480,99
010280-3763	Alice	Petersen	150,00	DAS	852,03	480,99
010280-3764	Benny	Petersen	150,00	DIS	852,03	480,99

CSV-file Content

Column1 – CPR-number

The content of this column must be the individual employee's social security number.

Header title

cpr

Example

221280-2040 or 2212802040

Format

The CPR number is given as in the example above.

- 1 - 2 position indicates the person's birthday.
- 3 - 4 position indicates the person's month of birth.
- 5 - 6 position indicates the person's year of birth, without century.
- 7 - 10 position is a serial number.

Column 2- First name

The contents of this column must be the employee's first name and middle name(s).

Header title

first_name

Example

Lars

Column 3 - Surname

The contents of this column must be the last name of the employee.

Header title

last_name

Example

Larsen

Column 4 - Contribution to the maternity fund

The content of this column must be the employee's total contribution to the maternity fund in that quarter (collection quarter).

Header title

amount

Example

150,00 or -150,00

Format

The amount must be rounded to 2 decimal and must be comma separated, as in the above example.

If the amount is negative, it must be indicated with “-” as the sign. If the amount is positive no sign needed.

Column 5 - Register

The content of this column must be the employee's contractual relationship in the quarter (collection quarter).

The column indicates whether the employee has been employed on a “regular” COUNTRY collective agreement

LAND(only for employees on land), DAS agreement (gross salary), or whether the employee has been employed on a DIS agreement (net salary).

Header title

register

Example

DAS, DIS or LAND

Format

For each employee, 1 value must be reported (either “DIS”, “DAS” or “LAND”).

The value must be stated in capital letters.

Column 6 - ATP

The content of this column must be the total employer and employee contribution to ATP for the employee in the quarter in question (collection quarter)

Header title

atp

Example

852,03

Format

The amount must be rounded to 2 decimals and must be comma separated, as in the above example. If the amount is negative, it must be indicated with “-” as the sign. If the amount is positive no sign needed.

Column 7 - Number of hours worked during the period

The content of this column must be the employee's total number of hours worked in that quarter (collection quarter).

Header title

quarterly_hours

Example

480,99

Format

The number must be rounded to 2 decimal and must be comma separated, as in the above example.