Validation Employee Information
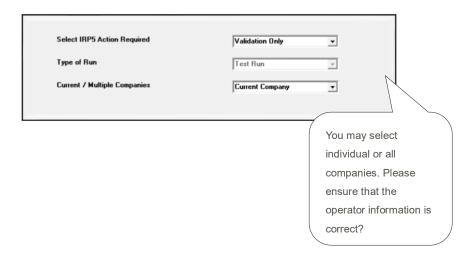## IRP5/IT3a Validation Report

Printing the IRP5 Validation Report

The SARS EMP501 reconciliation submission has detailed specifications which must be adhered to. Any missing mandatory information could cause a submission to be rejected.

The **IRP5 Validation report** will list all employees with outstanding mandatory information.

Ensure that all other users have exited the VIP system.

From the Reports and Maintenance menu, print the **IRP5/IT3a** report.

Select IRP5 Action Required	Validation Only
Type of Run	Test Run
Current / Multiple Companies	Current Company

> You may select individual or all companies. Please ensure that the operator information is correct?

A printout will list which employees have outstanding information.

> Note: The last page of the Validation Report contains additional information on possible errors. Use the details to assist you with your corrections.

Once all errors have been fixed, you can print the Validation Report again to confirm that there are no further errors requiring your attention.

> Note: The Validation Report does not generate any file for import into e@syFile.