right by your side

GUIDE TO UPDATING ENERGY SUPER DETAILS TO BRIGHTER SUPER DETAILS IN MYOB

As part of the transition of Energy Super to Brighter Super, the Energy Super Unique Superannuation Identifier (USI) will change to Brighter Super's USI.

If you don't update these details in MYOB your employees' super payments will fail.

Fund name	USI (from Wednesday 14 September 2022]
Brighter Super	QLG0001AU

The information below shows how you can delete Energy Super and add Brighter Super in MYOB. This will ensure that the payroll platform has the correct super details.

Deleting Energy Super fund

Firstly you need to delete Energy Super's information. To do this go to **Lists > Superannuation Funds**. Right-click on Energy Super and choose **Delete Superannuation Fund**.

Adding Brighter Super to your MYOB platform

The next step is to add Brighter Super.

1. Go to the **Lists** menu and choose **Superannuation Funds**. The Superannuation Fund List window appears.

2. Click **New**. The **Superannuation Fund Information** window appears.
   Enter **Brighter Super** in the **Name** field to use the fund within AccountRight.

3. If you've **signed up to Pay Super**, select the fund **Type** as Standard (APRA-regulated). **Standard funds** are those registered with – and regulated by – APRA (Australian Prudential Regulation Authority).

4. Select the fund's **Registered Name** (Brighter Super), from the list. This is the name that's registered with APRA.

5. The Brighter Super USI (Unique Superannuation Identifier) **(QLG0001AU)**, will appear in the **SPIN/ USI** field automatically. The Brighter Super **ABN** will appear automatically as well.

6. Enter your Employer Number in the **Employer Membership Number** field.

7. Click the **Add fund contact details** link to add the Brighter Super **Phone Number** (1800 444 396) and **Website** (brightersuper.com.au).

8. If you've signed up for **Pay Super** and want to pay Brighter Super directly from AccountRight, make sure you select the **Pay directly from AccountRight** option on the right.

9. Click OK. Brighter Super now appears in the **Superannuation Fund List** window.

Assigning Brighter Super to your employees

Once you've added Brighter Super and reviewed the super payroll categories, you need to assign them to your employees.

You can select Brighter Super in the **Payroll Details** view of each employee's card (**Card File** command centre > **Cards List** > open an employee card > click the **Payroll Details** tab > **Superannuation** tab.)

You'll also need to enter the **Employee Membership No**, however this will **remain the same** as it was previously. No need to update.

More information

You can find more information about reassigning an employee's super fund on the **MYOB website**.