

Objective

Prerequisites : System Administrator

Occasional and exceptional events (lock down) may make it necessary to disregard certain payroll sections for one (or several) months (such as for example the payment of transport) which are however parameterized in **Payroll Mauritius**, for all or part of the Employees.

The solution would then be to switch to each of the common payroll sections concerned, and to put a start and end date on these sections. However, if these sections are not common but specific to each Employee, it would then be appropriate to carry out this action of demarcation by date for each of the Employees concerned, and... do the reverse when you wish to put these sections back into action.

As soon as the number of Employees becomes important, this work is consequent and not without source of data entry errors.

How to do this ?

There is a system parameter that allows you to manage this very easily. To do this, go to the 'Employer' section and click on the **[Settings][v**] button and select the "**System Variables**" option.

WARNING - Using the system variables incorrectly can cause major disruptions or even loss of data that may be irreversible. BEFORE changing or manipulating a system variable, make sure that you are using it correctly.

Employees		Period		Salary calculation		Declarations		Reports	Employer		
🙇 New 👻		Apr, 2020 Monthly Salary -		😥 Timesheets 🔹	NPF&NS	Statutory reports 🔻		💲 Payments 👻	Ĩ	🙀 Common sect 🛛 🛓 Co	
Action 👻		ion 🔻 🔯 Period settings 🔒 Close period		Calculate •	PAYE	Accounti	ng 👻 📃 Reports 👻			Settings	
	占 🛄 Empl	oyees 🔂 System Va	riables							Departments Offices/Sites	
Sys	stem Variables f	or company								File categories	
	Name		Code Identifier				Val	🔮 Team Managers			
0	Global variab	Global variables/Emoluments Month global.fiscal_month.month_end						0	Leave Types		
0	Global variables/Accounting Export type V1					V1 global.accounting_export_type			0	📰 Calendars	
0	Global variables/Period Prorata				п	m global.prorata_type		ita_type	0	Public holidays	
0	Global variables/Leave Hours For Day					global.leaves_hours			9	👩 Special Dates	
0	Global variables/Default leave on A/C				local global.defau			ult_leave	0	Employee Logins	
0	Global variables/Negative Overtime				global.negative_overtime			tive_overtime	1	Timesheet fields	
0	Global variables/Bank Format					global.bank_format		0	Setting Fields		
0	Global variab	lobal variables/Disabled Payroll Codes 3 global disabled_codes					0	Correlation Table			
0	Global variables/Maximum Negative Income Tax						global.max_negative_tax			System Variables	
0	A Clabel veriables/I stances Early Departures						alabal aarlu	departure laten		U oystem valiables	

Then locate the Global Variable/Disabled Payroll Codes: it is normally empty.



Double-click on the line and position yourself on the "Data" field, then enter the payroll sections you wish to deactivate, separated by a comma:

	Global variables/Bank Format		global.bank format		0		
9	Global variables/Disabled Payroll Codes		9	global.disabled_codes	0	÷	3200,3300
	Global variables/Maximum Negative Income Tax	ок	Cancel	obal.max_negative_tax	10200		
9	Global variables/Lateness Early Departures		Builden Builde		1		

Then confirm your entry with [OK].

From then on, any calculation or recalculation of pay slips, reports, statements will ignore the common sections or employee sections (until you deactivate this parameter) that you have specified (in our example, sections 3200 and 3300).

How can I deactivate these payroll sections for only a few Employees?

By default, the deactivation of these payroll sections applies to all Employees. However, you can deactivate them for a selection of Employees only.

To do this, still in the System Variables, find the **Global variables/Disable Codes Exceptions (Employees**) variable, double click on the line and in the "Data" field, enter the list of **Employee codes** for which the previously excluded payroll sections will be activated :

	Global variables/Full Weeks Timesheets			global.fullweeks	1	
0	Global variables/Disable Codes Exceptions (Employees)	2		global.disable_codes_except	0	\$ 155,207
0	Global variables/Daily Multiplier	ок	Cancel	obal.daily_multiplier.transport	0	workingdays
٢	Global variables/Daily Multiplier	c.morninguayo		₉₁ obal.daily_multiplier.basic	0	tworkingdays
	Global variables/Minimum Negative Income Tax			olobal.min negative tax	9700	

Thus in this example, Employees n°155 and n°207 will be the only ones for whom the calculation of payroll sections 3200 and 3300 will not be performed.