



Objective

For some Employees, the amount of the basic salary is denominated in foreign currencies for an amount fixed by contract. **Payroll Mauritius** is able to manage such situations thanks to integrated currency management. The salary expressed in foreign currencies will always be calculated in Mauritian rupees (MUR) for PAYE and NPS/NSF payment purposes, then said salary will fluctuate according to the exchange rate.

How to do this ?

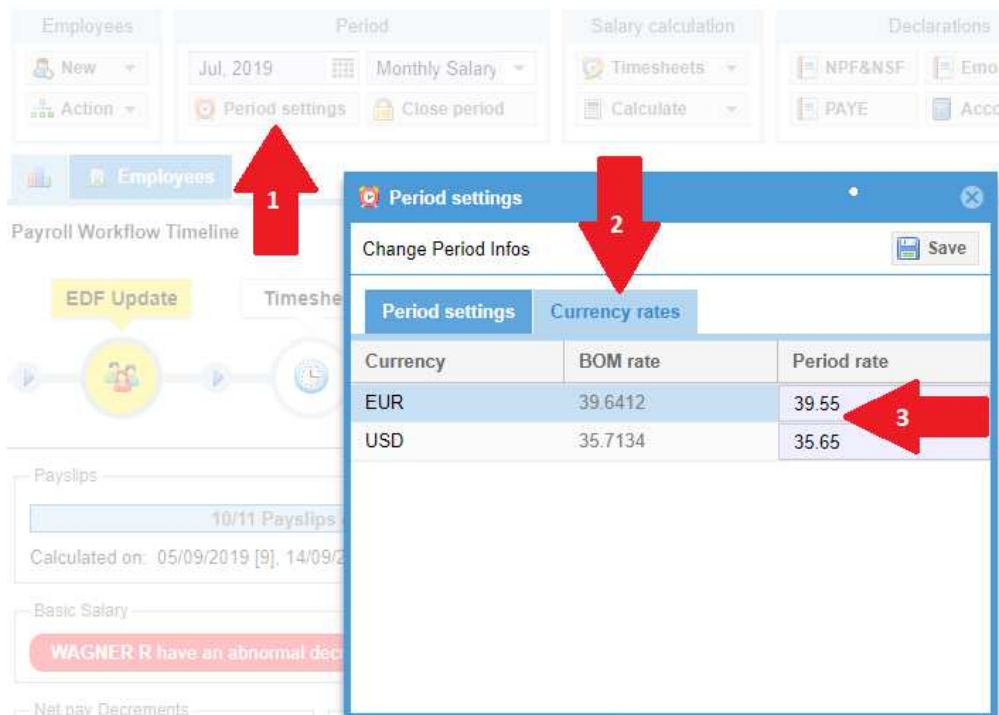
To start, it is advisable to inform **Payroll Mauritius** if, for at least one Employee, you wish to have currency management.

To do this, go to the 'Employer' section, then click on the [Company] button and choose the 'Bank' tab: then tick the possible currencies you would like :

The screenshot shows the software interface with several sections: Employees, Period, Salary calculation, Declarations, Reports, and Employer. In the Employer section, the 'Company' button is highlighted with a red arrow labeled '1'. Below this, the 'Company' section is open, showing tabs for Company Details, Contact, Payroll, Bank, Timesheets, Custom Settings, and Documents. The 'Bank' tab is selected and highlighted with a red arrow labeled '2'. In the 'Bank Details' section, the 'Bank Name' is set to 'Mauritius Commercial Bank'. In the 'Other currencies' section, the checkboxes for 'EUR' and 'USD' are checked, with a red arrow labeled '3' pointing to them. The 'Currency' field is set to 'MUR'.

Payroll Mauritius will recover the overnight conversion rate published by the [Bank of Mauritius](#) for the currency concerned, in MUR.

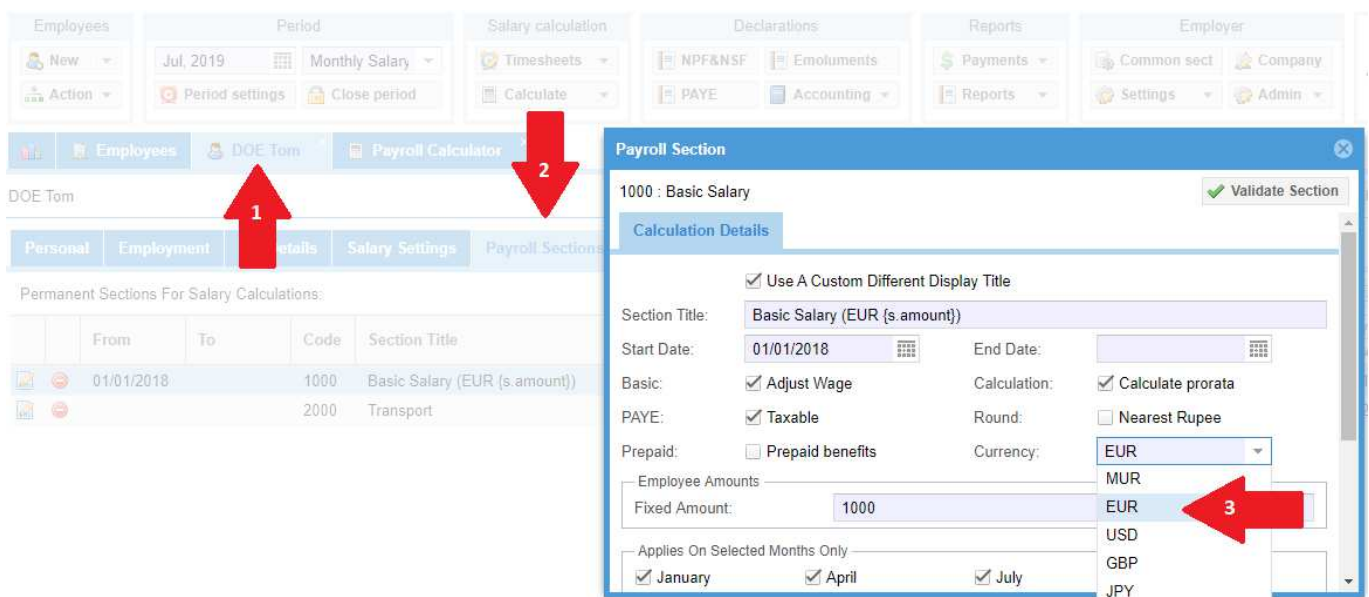
This rate is then used as standard for calculations. If you wish to use another personalized rate (or your bank's exchange rate), for the month in question go to the 'Period' section and click on the [Period Settings] button and choose the 'Currency Rates' tab.



Then enter the desired rate for the currency(ies) concerned. These rates will be stored and historized in the System, and will then be used as a priority instead of those of the Bank Of Mauritius (BOM).

How to put a basic salary in another currency

To do this, for the Employees concerned, go to their Employee file and to the "Payroll Sections" tab, for the Basic Salary (Section type 1000), then indicate the amount and the currency desired.





Note: this possibility is only given for Basic Salary, not for the other Payroll sections which must be in Mauritian Rupees (MUR).

All you need to do is launch the Calculation (or Recalculation if you have modified the rate, in order to take into account the one entered by you) of your pay slip: section "Salary Calculation", button [Calculate][v] and "**Manual Calculation**" (you can, of course, launch an automatic calculation).

The screenshot shows the 'Payroll Calculator' interface for employee 'DOE Tom'. The 'Employees' list on the left includes 'DOE Tom' with code '00009'. The main area displays employee details: Name: DOE Tom [00009], Post: Ingénieur, Period: 16/Jun/2019 - 23/Jun/2019, Salary Date: 30/Jul/2019, NIC: D201280305330T, TAN: T00004. A table shows the salary calculation:

Code	Sections	Revenue	Deduction
1000	Basic Salary (EUR 1000)	EUR 1,000 x 39.6412	39,641.20
2000	Transport	2,000.00	
4000	NPS		562.00
4100	NSF		187.00
5000	PAYE		1,618.00
Totals		41,641.20	2,367.00

Net Pay: Rs 39,274.20

Note: All output reports, including pay slips, will display the amount in MUR. If you wish to mention the amount in foreign currency in the payslip, we recommend that you explicitly modify the wording of the payroll section title: this wording will be the one displayed on the Employee's Salary Statement (it will automatically changed in case of a change in amount). Do not forget { and }.

The 'Payroll Section' configuration window for '1000 : Basic Salary' is shown. The 'Section Title' is set to 'Basic Salary (EUR {s.amount})'. Other settings include: 'Use A Custom Different Display Title' checked, 'Start Date: 01/01/2018', 'End Date' empty, 'Basic: Adjust Wage' checked, 'Calculation: Calculate prorata' checked, 'PAYE: Taxable' checked, 'Round: Nearest Rupee' unchecked, 'Currency: EUR' selected in a dropdown menu, 'Fixed Amount: 1000', and 'Applies On Selected Months Only' with 'January', 'April', and 'July' checked.