



How to perform the mandatory annual government salary increase (compensation) in Payroll Mauritius

FAQEN125

Prerequisites : Knowledge of payroll section management / Administrator access

V1.6

Objective

Annually and as from January, the Government of Mauritius, following the recommendation of the National Wage Consultative Council, gives the minimum annual increase in the fixed salary of the Employees, as salary compensation for the increase in the cost of living.

For example, for the year 2022 the increase is set at + Rs 500 for monthly salaries below or equal Rs 13,000 and +Rs 400 above this threshold ;for Employee in at the 1st January.

Note: This increase is not automatically implemented by **Payroll Mauritius** as it is up to you to decide if you wish to give a higher increase per Employee. In this case, you will have to modify the Basic Salary by Employee by going to their Employee file, tab " Payroll Sections ", by Employee, indicating the desired amount, or even better by using the increase procedure (see FAQEN126).

How to do this ?

For this increase, a common Payroll Section should be added.

Go to the 'Employer' section and click on [Common Sect.] then on [Add Section] and select Payroll Section Type 1010 in order to add a variable increase, since a condition of attribution is applicable (salary less or more than Rs 13,000) and present on 1 January (= did not arrive during the month of January).

The screenshot shows the 'Select Section Type' dialog box with the following table:

Code	Title	Description
1000	Basic Salary	Basic Monthly Salary
1000	Basic Salary	Basic Daily Salary
1010	Government Salary Increment	Fixed Government Salary Increment
1010	Government Salary Increment	Variable Government Salary Increment
1020	Company Salary Increment	Company Salary Increment
1050	Arrival Adjustment	Arrival Adjustment when after pay period
1060	Departure Notice	Departure Notice Payment
1070	Non Payable Adjustment	Non Payable Adjustment

The background interface shows the 'Employer' section with 'Common sect' and 'Company' buttons, and the 'Add Section' button. The 'Employee' section shows a table with columns 'Multiplier' and 'Value'.



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Then enter a custom Section Title (1), an End date set at the end of the month in which you want the increase to take place (2), tick the same month (4) :

Payroll Section

1010 : Government Salary Increment Validate Section

Calculation Details | Payroll groups | Formulas | Description

Use A Custom Different Display Title

Section Title: Government Salary Increment **1**

Start Date: End Date: 31/01/2022 **2**

Basic: Adjust Wage Calculation: Calculate prorata

PAYE: Taxable Round: Nearest Rupee

Prepaid: Prepaid benefits

Employee Amounts

Multiplier Fixed/Formula: if(e.months_worked>1,1,0) **3**

Value Fixed/Formula: if(p.basic<=13000,500,400)

Applies On Selected Months Only

January **4** April July October

February May August November

March June September December

Enter formula (3) corresponding to **if the Employee did not join after January 1st (= worked at least one month)" and If the basic salary is less or equal than Rs 13,000, then a minimum increase of Rs 500 is given, otherwise 400"**:

if(e.months_worked>1,1,0) x
if(p.basic<=13000,500,400)

Click on **[Validate Section]** button.

Note: This method can only be used for Basic Salaries expressed monthly (which is the case for the vast majority of Employees). If you are using a daily Base Salary, you should "manually" adjust the daily amount of the Basic Salary.

If you have part time Employees, please have a look on the Government law for the amount to give them.



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Going to the calculation of an Employee's Pay slip, now a new line is displayed:

The screenshot shows the Payroll Mauritius software interface. At the top, there are tabs for 'Employees', 'Common Sections', and 'Payroll Calculations'. The 'Payroll Calculations' tab is active, showing a 'Payslip' for employee RAMASINGH Simla [00008] for the period 23/Dec/2021 - 22/Jan/2022. The employee's details include NIC: R55515544, Date Joined: 03/Jun/2015, and Post: Opératrice. A table displays the salary components:

Code	Sections	Revenue	Deduction
1000	Basic Salary	12,500.00	
1010	Government Salary Increment	500.00	
4010	CSG		188.00
4100	NSF		125.00

The net pay is Rs 12,687.00. A red arrow points to the 'Calculate' button in the top navigation bar, and another red arrow points to the 'Government Salary Increment' line in the table.

For the following months:

As soon as you close the period of the month of the increase (here January), the amount of Payroll Section Type 1010 (here Rs 500) will be **automatically added to the Basic Salary** (Section Type 1000) and Section 1010 will no longer appear: there will then be only one line that will appear on the Pay Slip (in our example, with a Basic Salary of Rs 13,000 (=12500+500)).