

# **Maternity Trust Fund Update**

**Salaroo is fully  
Maternity Fund Compliant**

August 2015



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## Maternity Trust Fund

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In the last budget speech, the Government announced changes relating to maternity leave that have become operational as from 6<sup>th</sup> July 2015. This deduction is to be paid by the employer and shall have no impact whatsoever on the employee pays.

This contribution will be reflected within the monthly FS5 reports. The relative authorities have not yet issued any guidelines with regards the FS3, FS7 and electronic lodgements reports. Dakar will update the products accordingly as soon as this information is officially released from the relative government authorities.

## Maternity Fund Adjustment (per Payroll)

The Maternity Trust Fund is automatically allocated when the payroll is calculated however one can easily make adjustments to this contribution.

From within the Payroll Tab within the Detailed Payroll Adjustments Window, a new tab has been created named Maternity Fund. This allows you to overwrite the amount for a particular payroll by inputting the amount within the field provided. Alternatively, you can also totally suspend the Maternity Fund contribution for a particular employee for a particular payroll. (see figure 1 – Maternity Fund on a Particular Payroll)



Figure 1 – Maternity Fund on a Particular Payroll

You can also suspend the Maternity Fund contribution for all payrolls from the Employees Tab within the Employee Details screen, in the suspensions tab. (see figure 2 - Maternity Fund Employee Suspension)



Figure 2 - Maternity Fund Employee Suspension

## New FS5 Generation and Report

Once the payroll is calculated, issue the Monthly FS5 Report. Within the FS5 Report, beneath the Social Security field, a new line with the Maternity Trust Fund amount has been added inline with the Government requirements. If you have already submitted the Fs5 of July 2015, we recommend to re-issue this Fs5 report for July and resend the new Fs5 report which will now include the Maternity Trust Fund Contributions, with a payment for the Maternity Trust Fund Contributions.

<b>Section D - Tax Deductions and SSC due to IRD</b>	
Tax Deductions (FSS Main or FSS Other applies)	296.00
Tax Deductions (FSS Part-time Method applies)	0.00
Tax Arrears Deductions (as per amount on PCU2 (A))	0.00
<b>Total Tax Deductions</b>	<b>296.00</b>
Social Security Contributions	13.24
Maternity Fund Contributions	0.20
<b>Total Due to Inland Revenue Department</b>	<b>309.44</b>

Figure 3 - Maternity Trust Fund in FS5

## New Maternity Trust Fund Report

A new report has been created to enable you to view the Maternity Fund Contribution changed for each employee based on their NI category. From the Reports menu you should find a report named Payroll Analysis Report (including maternity trust fund). (See Figure 4 – Payroll Analysis Report)

### Payroll Analysis Report

Dakar Software Ltd

28-Aug-15

Company P.E. 9900111

Payroll Number 7 01 JUL 2015 - 31 JUL 2015

Employee	Name	Basic Pay	Absence	Pre Tax	Extras	Fringe/B In Gross	Gross Pay	Taxes	Social Security	Post Tax	Net Pay	Comp NI	Maternity Fund
EMP123	Mr Joe Borg	2,083.33	0.00	0.00	0.00	0.00	2,083.33	0.00	167.32	0.00	1,916.01	167.32	5.00
		<u>2,083.33</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,083.33</u>	<u>0.00</u>	<u>167.32</u>	<u>0.00</u>	<u>1,916.01</u>	<u>167.32</u>	<u>5.00</u>
<b>Grand Total:</b>		<u>2,083.33</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,083.33</u>	<u>0.00</u>	<u>167.32</u>	<u>0.00</u>	<u>1,916.01</u>	<u>167.32</u>	<u>5.00</u>

Figure 4 – Payroll Analysis Report

## Global Payroll Analysis Report

The Global Payroll Analysis Report has also been updated accordingly. (See Figure 5 – Global Analysis Maternity Trust Fund)

Company Costs/Expenses	Total	Todate Totals
Gross Pay	358.960	39870.050
Company SS	200.000	3440.720
Company Maternity Fund		19.810
Company Costs/Expenses Total	558.960	43330.580

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Figure 5 - Global Analysis Maternity Trust Fund

## Calculating Payrolls before July 2015

Before calculating any payrolls earlier than July 2015 kindly make sure that the suspension in figure 1 or figure 2 is ticked or else the maternity Trust Fund contribution will automatically be added for pay period calculated.