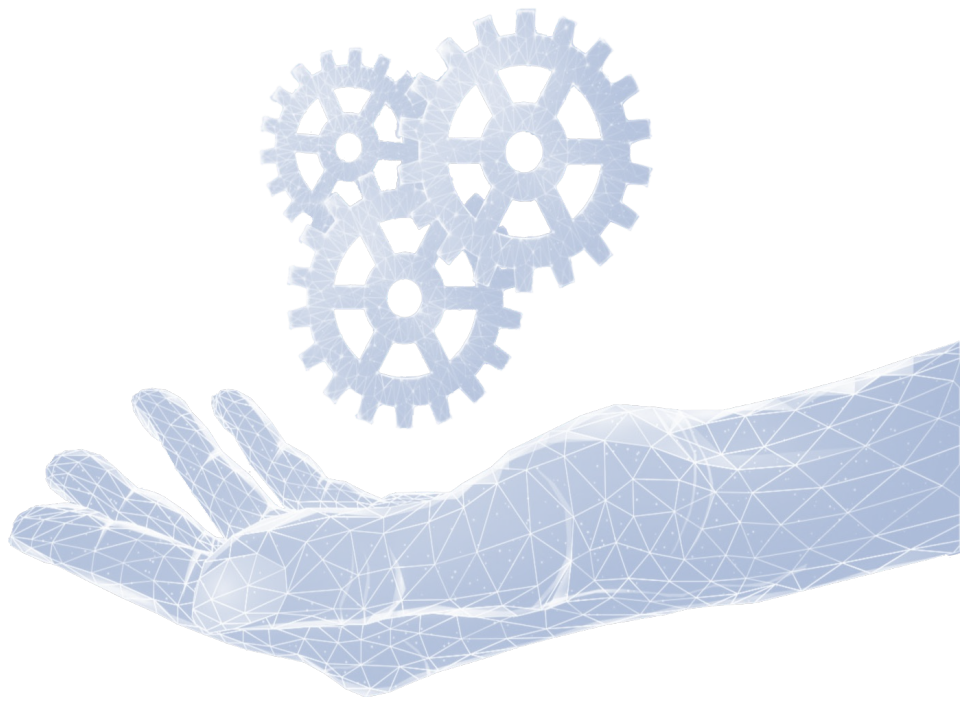


# Preliminary Release Notes

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20 January 2023



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## Features and Enhancements

### Audit Trail | Icon moved to improve visibility

#### Ticket ID

48520

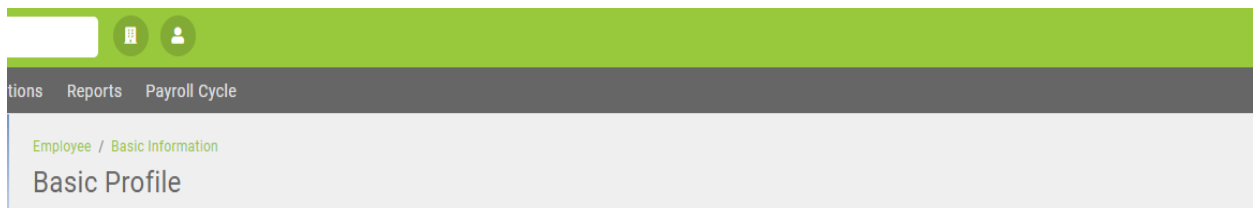
#### State

Testing

#### Description

The Audit Trail icon has been moved on all NextGen screens and is now located in the top right corner of each screen.

Previously it was located on the top banner:



New location on each screen:



## Company Regions screen | Inactive date added

### Ticket ID

37601

### State

N/A

### Description

Inactive date has been added to Company Regions screen

The screenshot displays the 'Regions' configuration screen within the Paymaster system. The breadcrumb trail at the top reads 'Config / Basic Settings / Drop Down Management'. The main title 'Regions' is prominently displayed. Below the title, there is a form with three input fields: 'Description: \*', 'Code: \*', and 'Inactive Date:'. The 'Description' and 'Code' fields have red borders, while the 'Inactive Date' field has a standard grey border. A small green square is visible in the bottom right corner of the form area.

## Custom forms | Ability to hide custom form for selected security roles

### Ticket ID

46489

### State

Testing

### Description

A new field has been added to Custom Form Configuration screen that allows users to hide a custom form for specific security roles.

Config / Basic Settings / Custom Screens & Fields

### Company Custom Form Configuration

Categories Fields

| Category name ↑ | Category code | Form type | Company level |
|-----------------|---------------|-----------|---------------|
| Q               | Q             | (All)     | (All)         |

Category Name: \*

Category Code: \*

Company Level:  
☐

Employee Level:  
☐

- All existing security roles will show in dropdown
- Multiple security roles can be selected.

## Custom Forms | Ability to hide effective date on library type custom form

### Ticket ID

47090

### State

Ready for testing

### Description

When a new custom form category is being created on the Custom Form Configuration screen and the form type Library is selected, the user will now be able to hide the default Effective date on the form.

[Config](#) / [Basic Settings](#) / [Custom Screens & Fields](#)

### Company Custom Form Configuration

Categories

Fields

| Category name ↑      | Category code        | Form type |
|----------------------|----------------------|-----------|
| <input type="text"/> | <input type="text"/> | (All) ▼   |

Category Name: \*

Company Level:  
☐

Category Code: \*

Employee Level:  
☐

**Please note: This field is only available for selection when the form is being created. Once the record is saved the field will be greyed out.**

## Employee Tax Drilldown | New fields added to Excel download

### Ticket ID

47583

### State

Ready for testing

### Description

New fields have been added on the Excel download of the Employee Tax Drilldown screen.

### Fields added

First name

Last name

Employee number

| A | B                     | C            | D          |
|---|-----------------------|--------------|------------|
|   | First name:           | John         |            |
|   | Last name:            | Doe          |            |
|   | Employee number:      | HRD007       |            |
|   | Period from:          | 2022/03/01   |            |
|   | Period to:            | 2023/01/31   |            |
|   | Periods:              | 12.00        |            |
|   | Worked:               | 11.000000000 |            |
|   | Age:                  | 30           |            |
|   |                       |              |            |
|   |                       | Grand Total  | March 2022 |
|   | Ea Earning Total      | 129614.68    | 10000      |
|   | 3601 - Income Taxable | 117307.34    | 10000      |

## Improve UX on date fields

### Ticket ID

42422

### State

Ready for testing

### Description

A user experience improvement has been made on date fields.

The user can now click on the date and type the full date using their keyboard i.e. `yyyymmdd`. The system will automatically format the date with the forward slash operators `"yyyy/mm/dd"`.



## Job Management | Multiple Start and End dates

### Ticket ID

46198

### State

Ready for testing

### Description

An enhancement has been made on Job Management on the Budget Related tab.

When the tick is selected to allow multiple start and end dates for forecasting purposes, the user will now be able to save the latest record without an end date.

## Job Management

Job Info
Budget Related
Budget Costs

### Budget Related

|   |  |
|---|--|
| planned job title:                      | <input type="text"/>                       |
| planned job grade:                      | <input type="text"/>                       |
| override employee name:                 | <input type="checkbox"/>                   |
| emp first name:                         | vacant job                                 |
| emp last name:                          | <input type="text"/>                       |
| abolished date:                         | <input type="text"/> <a href="#">clear</a> |
| do not apply increase:                  | <input type="checkbox"/>                   |
| copy (enter how many jobs to be added): | <input type="text"/> <a href="#">Copy</a>  |

**Please note** - The following dates determine the period that the costs and headcounts are applicable for reporting

|  |                                     |
|--|-------------------------------------|
| define multiple start and end dates for the job: | <input checked="" type="checkbox"/> |
|--|-------------------------------------|

|             |  |           |                      |
|-------------|--|-----------|----------------------|
| start date: | <input type="text" value="01 Nov 2022"/> | end date: | <input type="text"/> |
|-------------|--|-----------|----------------------|

| Start Date  | End Date    |
|-------------|-------------|
| 01 Mar 2020 | 30 Jun 2020 |
| 01 Feb 2019 | 30 Aug 2019 |
| 01 Nov 2022 |             |

## Leave Adjustments bulk upload enhancement

### Ticket ID

48357

### State

Ready for testing

### Description

When a leave adjustment bulk upload is imported and there is a record where the 'Override balance with advised 'Number Of Days' field is set to 'TRUE' and the number of days specified is the same as the employee's current leave balance, the system will still process the bulk upload by now skipping the record.

In the above scenario, prior to this enhancement the user had to delete the record from the bulk upload file before importing.

## **New GET API end point: Company Regions**

### **Ticket ID**

44983

### **State**

Ready for testing

### **Description**

GET API endpoint is now available for Company Regions

## New GET API end point: Company Rosters

### Ticket ID

44984

### State

Ready for testing

### Description

A GET API endpoint is now available for Company Rosters

## Power BI - Job Management

### Ticket ID

45598

### State

UAT complete

### Description

Job Management has been added to Power BI templates.

## Standard payslip | ID number masked on non-confidential header

### Ticket ID

49661

### State

Testing

### Description

Due to protection of personal information an enhancement was made on the non-confidential header of the standard payslip.

Depending on identification type, the first 7 digits of the 'Identity No' or 'Work Permit/Passport No' field will now be masked.

|                                |                  |  |           |
|--------------------------------|------------------|--|-----------|
|                                |                  | 106<br>Valley Avenue<br>Sandown<br>Sandton, 0158 |           |
| First Names : test             | Last Name : test | Identity No.: *****172082                        | Project : |
| Pay Point :                    | Cost Centre :    | Empl. No. : test                                 | Region :  |
|                                |                  | Pref. Name :                                     |           |
| Confidential Payslip Fold Line |                  |  |           |

|                                |                  |  |           |
|--------------------------------|------------------|--|-----------|
|                                |                  | 106<br>Valley Avenue<br>Sandown<br>Sandton, 0158 |           |
| First Names : test             | Last Name : test | Work Permit / Passport No.: *****395011          | Project : |
| Pay Point :                    | Cost Centre :    | Empl. No. : test                                 | Region :  |
|                                |                  | Pref. Name :                                     |           |
| Confidential Payslip Fold Line |                  |  |           |



## Legislation and Statutory Reports

### Burkina Faso | BNTS electronique (Online electronic CNSS report)

#### Ticket ID

44496

#### State

Active

#### Description

The following new report has been added to the Burkina Faso Legislative reports:

**Report Name:** CNSS BNTS Electronique

**Report Description:** CNSS Monthly and Quarterly electronic declaration.

**Insert instruction on the parameter screen:** This report will generate the BNTS sheet. Copy and paste the information from this report onto the CNSS BNTS Electronique sheet. The DRS and RECAPULATIVE sheets will auto-calculate based on the data provided in BNTS Sheet. Submit to the Authorities. Ensure the correct grouping is selected, as only 14 lines can be utilised in the report.

#### PaySpace Impact:

- Ensure that the correct selection for the Employee Category “catégorie d'employé” is made on the employee's Basic Profile screen.
- User configuration is required for this report:
- The user will make the choice to use the predefined fields that they have already set up on the Employee Position screen ie: Region, Cost Center, Department Employee Category etc.
- A new Custom Form has been configured called CNSS Groupe and has been made available on the Employee Basic Profile, for the user to add their own grouping.
- **It is important to note that there is a maximum grouping of 14 lines on this report.**

The report will be extracted on the Report Parameters screen using the following selections:

Department,

Cost center,



Region,

Pay Points,

Employment Category,

CNSS Grouping

**For example, if Department is selected, the report will display in the GROUPE column –**

Employee 1 Department A

Employee 2 Department A

Employee 3 Department B

Employee 4 Department B

Employee 5 Department B

**Legislation:**

The National Social Security Agency of Burkina Faso has recently made provision for electronic online submissions of CNSS (referred to as BNTS électronique). It is used by companies that have chosen electronic declarations.

## Kenya | Body Type dropdown (Company Car Fringe Benefit)

### Ticket ID

49215

### State

Active

### Description

[NOTE] The following enhancement might affect APIs.

The *Company Car Fringe Benefit* component has been enhanced to display a dropdown list when accessing the *Body Type* field containing the following options:

- Saloon Hatch Backs and Estates
- Pick Ups, Panel Vans Uncovered
- Land Rovers/Cruisers(excludes Range Rovers and vehicles of similar nature)

### Background:

Previously, customers had to process this manually which caused the iTax file import to fail, if not processed exactly as per the iTax file specifications.

### Legislation:

The fringe benefit is determined based on these 3 types:

1. Saloon Hatch Backs and Estates
2. Pick Ups, Panel Vans Uncovered
3. Land Rovers/Cruisers(excludes Range Rovers and vehicles of similar nature)

\*Note that if typed incorrectly the CSV file will fail to import.

## Kenya | Official Interest Rate moved to Custom Form on Company Level

### Ticket ID

47738

### State

Active

### Description

Enhancements have been made which allow customers to maintain the Official Interest Rate used in the Loan Fringe Benefit calculation.

### Background:

With the rapid changes in a complex economic climate, PaySpace has identified the necessity of flexibility when setting economic indicators on the payroll. Customers must define the interest rate that will be used in the fringe benefit calculation on low/no-interest loans.

### PaySpace Impact:

Going forward Kenya customers will maintain the Official Interest Rate to be used in the Loan Fringe Benefit calculation.

- Step 1: Process the Official Interest Rate (*Config > Basic Settings > General Company > Custom Forms*)

Config / Basic Settings / General Company

### Company Custom Forms

Interest Rate

| Effective date ↓ | Official interest rate (don't capture % sign) |
|------------------|---|
| 2023/01/01       | 9   |

- Step 2: Add the Loan Deduction component to the payroll if not added already (*Config > Payroll > Payroll Components*)
- Step 3: Process the Loan Deduction details (*Employee > Payroll Processing > Recurring Payroll Components*)
- Step 4: Check the Loan Fringe Benefit calculation (*Other Actions > Calculation Breakdown*)
- Step 5: Check the Corporate tax calculation (Tax code COFBTAX) which should be COFBLOAN \* 30% (*Other Actions > Calculation Breakdown*)

**Please note:**

- Kenya payrolls have NOT been recalculated.
- These changes will only affect employees with an existing COFBLOAN component on the live (or open) payslip(s), once recalculated.
- If no Official Interest Rate is processed, existing COFBLOAN components on the live payslip will result in a negative value.
- PaySpace will no longer apply any automation to determine whether a loan should result in a fringe benefit or not.
- HELB Loans from the Higher Education Loans Board are not subject to any Fringe Benefit Tax (Corporate Tax) and should be ticked as a *non-fringe benefit loan*.
- If no fringe benefit is applicable, it is the user's responsibility to tick the "Is this a non-fringe benefit loan?" field.

**Loan Deduction - NA**

Loan Deduction - NA

Loan account number:

Interest rate %:

10.00

Installment: \*

500.00

Is this a non fringe benefit loan?:

☒

**Legislation:**

[Taxation of loans to employees \(Fringe Benefits Tax\)](#)

## Nigeria | Annual etax files LIRS

### Ticket ID

49510

### State

Testing

### Description

The following new report has been added to the Nextgen Reports tab in the legislative section on Nigeria:

**Report Name:** LIRS Annual Tax report

**Report Description:** Annual Tax report file for submission to the Lagos State Internal Revenue Service (LIRS) E-Tax portal. The file must be exported as a CSV file for import into the E-Tax portal.

### Paymaster Impact:

Ensure all the employee data is correctly completed on the system for meaningful data on the report, for example employee Tax reference numbers, telephone and email addresses.

### Legislation:

The states of Lagos and Ogun require all PAYE returns to be done electronically on their respective e-tax platforms. Annual returns need to be submitted electronically by the end of January following the end of the tax year in December.

## Nigeria | Annual etax files OGRIS

### Ticket ID

45871

### State

Active

### Description

The following new report has been added to the Nextgen Reports tab in the legislative section on Nigeria:

**Report Name:** OGIRS Annual Tax report

**Report Description:** Annual Tax report file for submission to the Ogun State Internal Revenue Service (OGIRS) E-Tax portal. The file must be exported to Excel for import into the E-Tax portal.

### Paymaster Impact:

Ensure that all the employee data is correctly completed on the system for meaningful data on the report, for example, employee Tax reference numbers.

### Legislation:

The states of Lagos and Ogun require all PAYE returns to be done electronically on their respective e-tax platforms. Annual returns need to be submitted electronically by the end of January following the end of the tax year in December.

## Senegal | State-Private Internship Agreement

### Ticket ID

45821

### State

Active

### Description

Enhancements have been made to the calculation of Impot (PAYE) and Trimf to cater for Internships with State-Private Agreements.

### How does it work?

- A new checkbox field has been added to the employee's Tax Profile screen named "State-Private Internship Agreement".
- If the field is activated then the "Impot" and "Trimf" statutory deductions and the "CFCE" company contribution will not calculate.
- The note components for "Dependent Rebate Part", "Progressive Taxable Income", "Total Allowable", and "True Taxable Income" will not calculate.

### Paymaster Impact:

- If the custom field is activated mid-tax year, then Impot, Trimf, and CFCE will be refunded.
- If the user activates the custom field mid-tax year and does not wish for Impot, Trimf, and CFCE to be refunded, then the user must create a new tax record.
- If the other statutory contributions, such as IPRES should also not calculate, then the exemptions on the Basic Profile should be used.
- Customer Action: None.

### Legislation:

If the internship has been concluded under the terms of article 15 of the state-private employer agreement then the allowances are exempt.

Only the Sécurité Sociale Employeur du Travail contribution is applicable to state-private employer agreement internships.

Where the internship is outside the state-private employer agreements, the allowance paid to the intern is taxable in accordance with the provisions of the general tax code.

## South Africa | Frequency Consolidation of Tax Submission File

### Ticket ID

40899

### State

Active

### Description

An enhancement has been made to the tax submission process to allow the user to extract all frequencies in one file.

The following new company setting under the General header has been added: *"Run consolidated Year End Tax File (file will include data for all frequencies)"*

#### If the setting is ticked:

- The file executed from Reports > Tax Certificate run will include all frequencies in one consolidated file
- Any user that has access to that screen in any frequency will be able to execute the consolidated file
- The file will be stored on the history grid in the frequency the user executed the report
- The following message has been added on the Tax Certificate Run screen  
*"Company setting has been activated for consolidated Year End Tax File, please note that the file will be stored on the frequency that the report was executed on."*

#### If the setting is not ticked:

- The file executed from Reports > Tax Certificate run will only include the employees in the frequency the user are executing the report from
- Security will apply as normal
- The following message has been added on the Tax Certificate Run screen  
*"Company setting is available for consolidated Year End Tax File, please navigate to Company Settings screen to activate if this is required."*

#### Paymaster Impact:

None



## South Africa | Residential Accommodation Fringe Benefit

### Ticket ID

31835

### State

Active

### Description

Updated Residential Accommodation Fringe Benefit in RSA.

A new Fringe Benefit component was created in September 2021 to cater to the necessary enhancements to the Residential Accommodation calculation.

**The original component will be made inactive on 01 March 2023:**

- Component Name: Free Or Cheap Accommodation Fringe Benefit
- Payslip Action: Fringe Benefit
- Tax Code: 3805

**The enhanced component should be used going forward:**

- Component Name: Free Or Cheap Accommodation Fringe Benefit (New)
- Payslip Action: Fringe Benefit
- Tax Code: 3805

### Paymaster Impact:

- Remove the component from all employees and add the new component.
- Please refer to Release Note #37515 for more details on the new component.
- Refer to the Tax Alert distributed on 06 October 2021.
- Ensure the component "Employee Rent Deduction" is completed where necessary.

## South Africa | UIF Declaration File | Display of transferred employees

### Ticket ID

49659

### State

Active

### Description

#### Background:

A "terminated for statutory reporting" field was recently added to the Employee Transfer screen. Users can indicate, if the employee should be included in the UIF declaration file as a Terminated, or as an Active employee (Release note 39667).

The following enhancements have been made to the UIF declaration file:

1. If the transferred employee is flagged to be "terminated for statutory reporting", the employee will display as "Terminated" with a termination date and termination reason "12 - Transferred to another branch".
2. If the transferred employee is not flagged to be "terminated for statutory reporting" and should have an unbroken UIF record, the employee will be included as "Active-01". In this scenario, if the transfer is done mid-month, one consolidated employee record will be included in the file as "Active - 01".  
**Important:** It is the user's responsibility to ensure, that the aggregate UIF contributions across both employee records adhere to the UIF monthly limits. In the declaration file the consolidated "Remuneration subject to UIF" will be capped at R17 712.00 and the consolidated "UIF contribution" will be capped at R354.24".

#### Examples:

**Scenario 1 - Different company UIF registration numbers and "terminated for statutory reporting" is flagged** | Belinda Young was transferred to another company at the end of Jan 2022.

```
UICR,"U2","E03","77777777","LIVE","First Last","456456456","abc@mail.com",202201
UIWK,"77777777",9107013123082,"","T0010_1TR","Young","Belinda",19910701,20210301,20220131,12,,0000000005500.00,0000000005500.00,0000000000110.00,,
UIEM,"77777777",9999999999,0000000005500.00,0000000005500.00,0000000000110.00,000000000000001,"abc@mail.com"
```

```
UICR,"U2","E03","55555555","LIVE","First Last","789789789","xyz@mail.com",202202
UIWK,"55555555",9107013123082,"","T0010","Young","Belinda",19910701,20210301,,01,,0000000010000.00,0000000010000.00,000000000200.00,,
UIEM,"55555555",9999999999,0000000010000.00,0000000010000.00,000000000200.00,000000000000001,"xyz@mail.com"
```

**Scenario 2 - Same UIF registration number and "terminated for statutory reporting" was not flagged** | Sarah Humphreys was transferred end of Mar 2022 from one company branch to another.

[Paymaster weekly updates](#)

```
UICR,"U2","E03","77777777","LIVE","First Last","456456456","abc@mail.com",202203
UIWK,"77777777",0401012066080,"","T0007_1TR","Humphreys","Sarah",20040101,20200101,,01,,0000000003500.00,0000000003500.00,000000000070.00,,
UIEM,"77777777",9999999999,0000000003500.00,0000000003500.00,000000000070.00,000000000000001,"abc@mail.com"
```

**Scenario 3 - Same UIF registration number and "terminated for statutory reporting" was not flagged** | Panache Mapeka was transferred in mid-Apr 2022 from one company branch to another.

```
UICR,"U2","E03","77777777","LIVE","First Last","456456456","abc@mail.com",202204
UIWK,"77777777",9304202017080,"","T0006","Mapeka","Panache",19930420,20210601,,01,,0000000019229.35,0000000017712.00,000000000354.24,,
UIEM,"77777777",9999999999,0000000019229.35,0000000017712.00,000000000354.24,000000000000001,"abc@mail.com"
```

**Important:** In this scenario, a consolidated UIF record will display, applying the limit in the declaration file but not on the payslip. It is the user's responsibility to ensure that the aggregate UIF contributions across both employee records adhere to the UIF monthly limit.

#### *Payslip 1 - up to mid-April*

| Component Name | TaxCode | Amount |
|----------------|---------|--------|
| Basic Pay      | 3601    | 10000  |
| Component Name | TaxCode | Amount |
| UIF Employee   | 4141    | 100    |
| Component Name | TaxCode | Amount |
| UIF Employer   | 4141    | 100    |
| Component Name | TaxCode | Amount |
| UIF Income     | UIFI    | 10000  |

#### *Payslip 2 - from mid-April up to the end of April*

| Component Name | TaxCode | Amount  |
|----------------|---------|---------|
| Basic Pay      | 3601    | 9229.35 |
| Component Name | TaxCode | Amount  |
| UIF Employee   | 4141    | 92.29   |
| Component Name | TaxCode | Amount  |
| UIF Employer   | 4141    | 92.29   |
| Component Name | TaxCode | Amount  |
| UIF Income     | UIFI    | 9229.35 |

#### **Paymaster Impact:**

- When transferring from one Company UIF Registration number to another, the transferred employee should be "terminated for statutory reporting".
- When transferring between companies with the same Company UIF Registration number, the employee should not be "terminated for statutory reporting".
- In both scenarios, the transferred employee will still have two tax records. No

changes have been made to this logic.

- Changes will only affect the display of transferred employees in the UIF declaration file and UI-19 report (Release note 39197).

### **Legislation:**

Where employees are transferred to another frequency/branch/company that has the same company UIF registration number, the employee should not reflect as terminated on the UIF declaration file and a UI-19 should not generate in relation to the transfer. If, in this scenario, the employee has been transferred mid-month, both the records should be consolidated for purposes of the UIF declaration file, and the UIF calculation/limit applied on the new record must take into account the MTD values applied in the previous record for that month. Only where the employee is transferred to a frequency/branch/company with a different company UIF registration number, should the employee reflect as terminated in the UIF declaration file and generate a UI-19 in relation to the termination.

## South Africa | UIF Declaration File Name Enhancement

### Ticket ID

48189

### State

Active

### Description

The file name on the UIF Declaration File report has been updated in RSA.

**Report Name:** UIF Declaration File

**Report Description:** The actual UIF declaration file that is automatically sent to the UIF department on a monthly basis.

### Report File Name Changes:

The file name will be comprised of the UIF reference number and the UIF file number (Format: uuuuuuuu.nnn)

- uuuuuuuu represents the UIF reference number
- nnn represents the UIF file number

The uuuuuuuu will return the "uif reference number" stored on the *Basic Company Information* screen under the *UIF, SDL, Other* tab.

The nnn will return the input on the new custom field that has been added to the Basic Company Information screen named "uif file number"

- This custom field will be used to determine the starting number for the file number (extension).
- Only three numeric characters are allowed in this field.
- Once the "uif file number" field is completed, then the next UIF declaration file will return that number.
- It is only necessary to capture this number once.
- Once this field is completed and the first UIF declaration is sent, then the UIF file numbers thereafter will increment with a 001.

### Example:

- The UIF reference number is 88888888
- The UIF file number entered is 123
- The first UIF declaration file name will be 88888888.123
- The second UIF declaration file name will be 88888888.124

[Paymaster weekly updates](#)

## Report Parameter Enhancements:

- A new column has been added on the report parameters to allow the user to regenerate the file with a new number.
- If the user selects this new option to "Regenerate File New Number" then the file number will return the most recent file number incremented with 001.

## Example:

- If the file number for December 2022 is 124.
- The file number for March 2021 is currently 001.
- If 'Regenerate File New Number' is selected for March 2021, then the new number will be 125.

## Paymaster Impact:

- Confirm the "uif reference number" on the *Basic Company Information* screen under the *UIF, SDL, Other* tab.
- Enter a "uif file number" on the *Basic Company Information* screen.
- If no "uif file number" is captured, the file number will increment with 001, starting at 001.
- If no "uif file number" is captured, and the previous file number was 001, then it will increment with 001, resulting in 002.

## Uganda | New PAYE Monthly Return Schedule 1 Report

### Ticket ID

47083

### State

Active

### Description

A new legislative report has been added to Uganda.

### Report Name: PAYE Monthly Return Schedule 1

**Report Description:** Schedule 1 of the DT-2008 PAYE Monthly Return. This report will be used to copy and paste into the DT-2008 PAYE Monthly Return template on the Schedule 1 tab. Copy columns A to O, Q, S, T and V and paste these onto the template. Columns P, R, and U will be calculated by the template. Columns P and R are still returned in the PaySpace report for reconciliation purposes. The report should be downloaded in excel (xlsx).

### Report Details:

- This report will only return the information required to complete Schedule 1 of the DT-2008 PAYE Monthly Return.
- The user will need to copy and paste the information from the PaySpace report into the DT-2008 PAYE Monthly Return template.
- Once the user has completed the DT-2008 PAYE Monthly Return template, they will be able to create the CSV file, which is then imported into the online platform.

### Paymaster Impact:

- Refer to task #47210 for more details regarding the updated tax calculation.
- Confirm if any employees should be linked to the 'Part Time Employment' tax status and amend the employee record where necessary.
- The current Schedule 1 CSV upload file which is available under the "PAYE Return Form DT-2008" report will not be maintained in the future.

### Legislation:

Uganda Revenue Authorities released a public notice, informing taxpayers that with effect of 4 October 2022, changes were made to the PAYE return template. For the purposes of filing September 2022 and subsequent months, taxpayers are advised to download the new and enhanced return templates from the URA web portal ([www.ura.gov.ug](http://www.ura.gov.ug)).

The changes on the monthly PAYE return have been implemented on Schedule 1 as follows:

- Where an employee who is in secondary employment, earns chargeable income less than equal to UGX 10 000 000 per month from the secondary employment a 30% tax rate is applied on the chargeable income;
- Where an employee who is in secondary employment, earns chargeable income more than UGX 10 000 000 per month from the secondary employment a 40% tax rate is applied on the chargeable income.