SNPF Limit Increase Change Instructions



The below steps need to be followed once the Payroll processing date is in January 2020:

Step 1:

Click on Payroll

Click on **Definitions**

Select the Methods of Calculation

Company Employee	Payroll History Leave Reports Sage In	telligence	Interfaces Utilities Personnel S	
141 - Swaziland-I System	Payslip Screen Batch Transactions Reimbursive Travel Transaction Batch Job Costing	> > >	for Premier 5.3a Site Code: Z00	
	Definitions	>	Earning Definitions	
Active Employees	Global Activation Global Increases General Recalc Separate Payslip Recalc Reports Cheque Print Payslip Print	>	Deduction Definitions Calc Field Definitions Perks Tax Definitions Own Amount Definitions Hours Definitions Payslip Display Definitions Africa Rule Linking ETI Definitions	
	Mobility	>	System Description Codes >	
Shortcuts for Le	PDF E-mail Setup		Delete Descriptions	
	Rebuild Company Totals		Methods of Calculation	
	Company Totals		Copy Methods	
	Packages	>	Transaction Codes	
Employment	Pay Scales Loan Module	>	Shifts Clearing	

Step 2:

Click on Change

	Methods of Calculation
	Please select from the buttons below:
Add	- to add a new Method of Calculation
Change	- to alter an existing Method of Calculation
Delete	- to delete an existing Method of Calculation

Step 3:

Click on your SNPF Deduction line and select the method number



1.Empl 5% & Comp 5%?

Step 4:

Increase your current limit to 145.00 as follows:

	= CalcAmount	= CalcAmount	
If Calc. Amnt is Less than Min. of	.00	.00	
Then Deduction must be	.00	.00	
If Calc. Amnt is Greater than Max. of	145.00	145.00	
Then Deduction must be	145.00	145.00	
Round Deduction	.00	.00	
Short Description	Empl 5% & Comp 5%?		

Step 5:

Once you are done, close the method screen and select YES to recalculate.

Remember: These changes need to be implemented before printing reports/payslips and/or paying your employees

VIP Payrol	I	\times			
Do you want to Recalculate the Earnings and Deductions for ALL Employees?					
	Yes	No			

If you require any assistance with the above, please email us at Support.HRandPayroll@sage.com