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# PEOPLEPLUS

## Metal Industry Bargaining Council

## Section 15: Metal Industry Bargaining Council

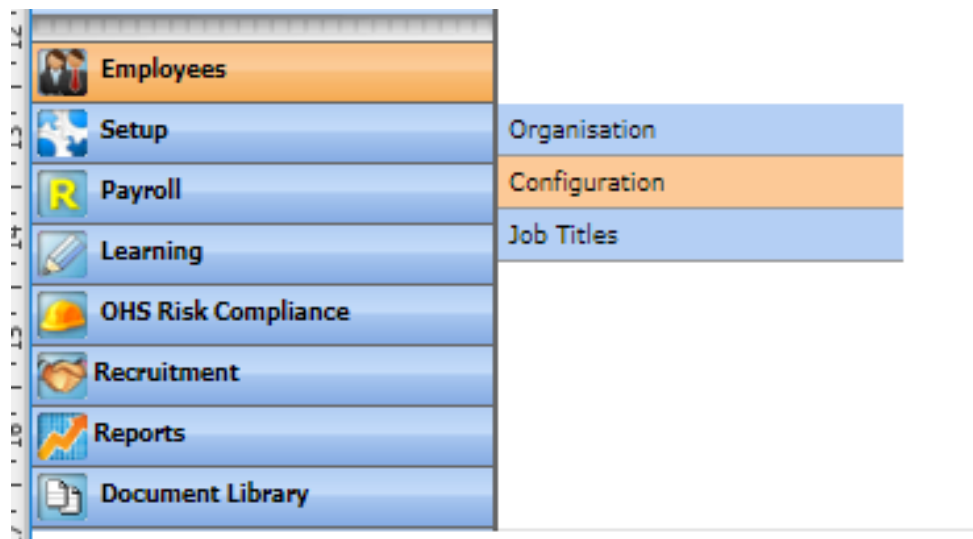
### Introduction

The PeoplePlus system requires certain HR features to be configured prior to using the Payroll

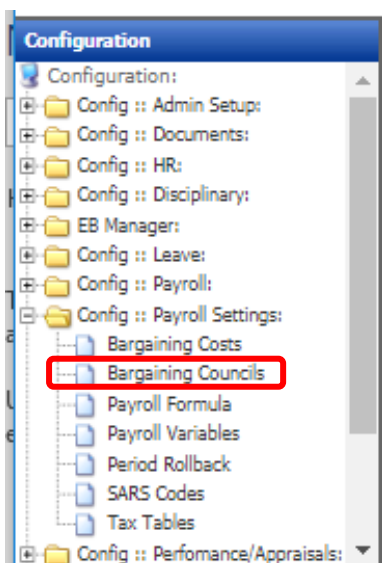
### Purpose

The purpose of this section is to provide a step by step guide to setting up the system configuration for the Metal Industry Bargaining Council to be functional.

- Hover over the Setup tab in the Module Menu. A sub-menu will appear, as displayed below:
- Click on Configuration.



Under Configuration Select Config Payroll Settings, then Bargaining Councils



Add the Bargaining Council and then save.

**Bargaining Councils:** Add

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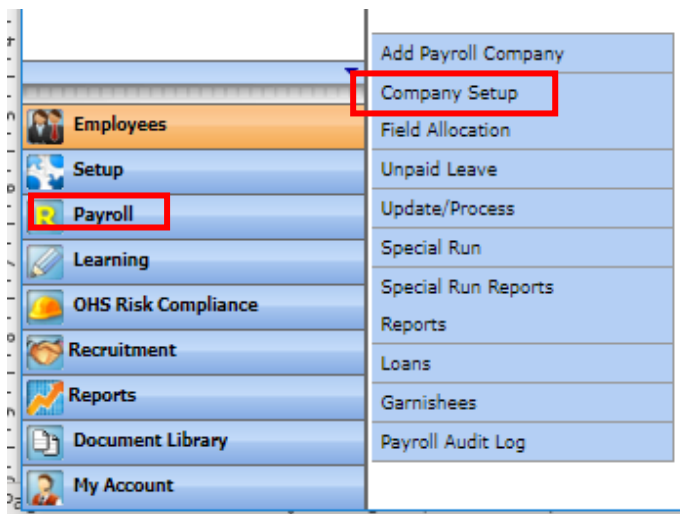
**Add a New Bargaining Council:**

Name:

Description:

Save

- Hover over the Payroll tab in the Module Menu. A sub-menu will appear, as displayed below:
- Click on Company Setup.



- Select MEIBC from dropdown box
- Insert Bargaining Council Reference Number

Update

**Edit Payroll Company Details:**

<b>Tax Details:</b>		<b>Payroll Settings:</b>	
Payroll Company Name : *	<input type="text" value="Monthly"/>	Trade Classification:	<input type="text" value="2635"/>
Payroll Company Code:	<input type="text"/>	Standard Industry Classification:	<input type="text" value="01110"/>
Registered Name: *	<input type="text" value="Monthly"/>	Bargaining Council:	<input type="text" value="MEIBC"/>
Trading/Other Name: *	<input type="text" value="Monthly"/>	Ref. No:	<input type="text" value="12345678"/>
Nature Of Business: *	<input type="text" value="Partnership"/>	Five Week Months:	<input type="text"/>
Company Registration Number:	<input type="text" value="2011092005"/>	Payroll Company Type: *	<input type="text" value="Monthly"/>
VAT Reference Number:	<input type="text"/>	Starting Period: *	<input type="text" value="1"/>
PAYE Reference Number:	<input type="text" value="7330732043"/>	First Period End Date: *	<input type="text" value="31/03/2019"/>
SDL Reference Number:	<input type="text" value="L330732043"/>	Bonus Provision Month:	<input type="text" value="December"/>
Pay SDL?	<input checked="" type="checkbox"/>	Overtime at Prev Period Rate:	<input type="checkbox"/>
SARS UIF Number:	<input type="text" value="U330732043"/>	<b>Employee Defaults:</b>	
UIF Company Registration Number:	<input type="text" value="18135395"/>	Monthly Periods: *	<input type="text" value="12"/>
Payroll Company Status:	<input type="text" value="Live"/>	Weekly Periods: *	<input type="text" value="52"/>
Physical Address:		Hours Per Day: *	<input type="text" value="8"/>
		Hours Per Week: *	<input type="text" value="40"/>
		Days Per Month: *	<input type="text" value="21.67"/>
		Contributions:	

Add the deductions and Company Contributions via Field Allocation to the employees

Use Deduction	4060	amount	Yes	Yes	124	<a href="#">Allocate</a>	<a href="#">View</a>	
Cash advance	4002	amount	Yes	Yes	199	<a href="#">Allocate</a>	<a href="#">View</a>	
Staff Account	4511	amount	Yes	Yes	200	<a href="#">Allocate</a>	<a href="#">View</a>	
Staff Loan 1	4030	amount			201	<a href="#">Allocate</a>	<a href="#">View</a>	
Staff Loan 2	4031	amount	Yes		202	<a href="#">Allocate</a>	<a href="#">View</a>	
Staff Loan 3	4032	amount	Yes		203	<a href="#">Allocate</a>	<a href="#">View</a>	
Medical Aid Late Joiner Penalty Ea	4627	amount	Yes		249	<a href="#">Allocate</a>	<a href="#">View</a>	
Garnishee 1	4004	amount			250	<a href="#">Allocate</a>	<a href="#">View</a>	
Garnishee 2	4005	amount	Yes		251	<a href="#">Allocate</a>	<a href="#">View</a>	
Garnishee 3	4006	amount	Yes		252	<a href="#">Allocate</a>	<a href="#">View</a>	
Garnishee4	4055	amount	Yes		253	<a href="#">Allocate</a>	<a href="#">View</a>	
Maintenance Garnishee	4017	amount	Yes		254	<a href="#">Allocate</a>	<a href="#">View</a>	
Petrol Recovery	4615	amount	Yes	Yes	320	<a href="#">Allocate</a>	<a href="#">View</a>	
Medical Aid Benefit Tax Total Calculator 4005	4009	amount	Yes		800	<a href="#">Allocate</a>	<a href="#">View</a>	
MEIBC Admin Levy Employee	4550	amount	Yes		900	<a href="#">Allocate</a>	<a href="#">View</a>	
MEIBC Dispute Resolution Levy Employee	4551	amount	Yes		901	<a href="#">Allocate</a>	<a href="#">View</a>	
MEIBC Sick Pay Fund Employee	4552	amount	Yes		902	<a href="#">Allocate</a>	<a href="#">View</a>	
MIBCO Council Levy	4069	amount	Yes		903	<a href="#">Allocate</a>	<a href="#">View</a>	
Staff Savings	4021	amount	Yes		2100	<a href="#">Allocate</a>	<a href="#">View</a>	
Cura GapCo	4020	amount	Yes		2101	<a href="#">Allocate</a>	<a href="#">View</a>	
Insurance	4065	amount	Yes		2101	<a href="#">Allocate</a>	<a href="#">View</a>	
Life Policy	4071	amount	Yes		2101	<a href="#">Allocate</a>	<a href="#">View</a>	
Additional Holiday Pay	3713	4073	amount	Yes		2102	<a href="#">Allocate</a>	<a href="#">View</a>
SMF Admin Fees	3806	4105	amount	Yes	Yes	2103	<a href="#">Allocate</a>	<a href="#">View</a>
SMF Non-Taxable Bursaries (Basic Ed)	3815	4106	amount	Yes	Yes	2107	<a href="#">Allocate</a>	<a href="#">View</a>
SMF Non-Taxable Bursaries (Further Ed)	3821	4108	amount	Yes	Yes	2108	<a href="#">Allocate</a>	<a href="#">View</a>
SMF Taxable Bursaries (Basic Ed)	3809	4107	amount	Yes	Yes	2109	<a href="#">Allocate</a>	<a href="#">View</a>
SMF Taxable Bursaries (Further Ed)	3820	4109	amount	Yes	Yes	2110	<a href="#">Allocate</a>	<a href="#">View</a>

The following default values are applicable :

#### Employee Deductions

- MEIBC Admin Levy
- MEIBC Dispute Resolution Levy
- MEIBC Sick Pay Fund

#### Employer Deductions

- MEIBC Admin Levy
- MEIBC Dispute Resolution Levy
- MEIBC Sick Pay Fund