



# Workplace Bulletin

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## **BASIC INFORMATION ON UIF AS EMPLOYER OF DOMESTIC WORKER**

The Department has done a lot to make UIF administration easier for the end user but our experience is that the general public finds it extremely difficult to administer.

As the Employer of a Domestic Worker you are required to register with the UIF and since 01 April 2003 all Employers were legally required to deduct 1% UIF from the remuneration of their Domestic Workers and to also contribute the same amount and to pay it over to the UIF on a monthly basis or some Employers have been paying on an annual basis.

Unfortunately this is not as easy as it seems and many Employers then start paying their UIF by EFT but when your Domestic Worker leaves your employment then you start receiving calls from your Domestic Worker and from the Department of Labour that he/she is not registered with UIF and it is demanded that you complete certain forms and schedules.

For Employers who never registered this can be the start of an expensive nightmare since now all of a sudden you discover that you should have registered and that you should have been deducting UIF from your Domestic Worker and also that it should have been paid over to the UIF.

Edomestix offers as part of their service offerings to handle ALL your UIF administration performing the following;

- Register you as Employer and your Domestic Worker with the UIF
- Create and maintain your Ufiling profile
- Determine whether there is any arrears UIF
- Determine whether there were any employees that you never removed off your profile and correct that
- Perform the monthly payments
- Handle terminations on the UIF system when your Domestic Worker leaves your employment

**WHAT HAPPENS IF I HAVE ARREARS UIF CONTRIBUTIONS?**

The Department issues an assessment and you are required to settle the amount and please note the following;

- If your Domestic Worker is still in your employment you **MAY NOT** deduct any arrears from your Domestic Worker.
- You are responsible for the full amount **PLUS INTEREST** and **PENALTIES**.

**You are welcome to contact us for any assistance you require in this regard by phoning 071 147 1217 or through our website [www.edomestix.co.za](http://www.edomestix.co.za)**

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