

S.I. 19 of 2024

INCOME AND NON-MONETARY BENEFITS TAX ACT

(Cap 273)

Income and Non-Monetary Benefits Tax (Payroll) Regulations, 2024

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S.I. 19 of 2024**INCOME AND NON-MONETARY BENEFITS TAX ACT***(Cap 273)***Income and Non-Monetary Benefits Tax (Payroll) Regulations, 2024**

In exercise of the powers conferred by section 19(1) of the Income and Non-Monetary Benefits Tax Act (Cap 273) the Minister of Finance, National Planning and Trade makes the following regulations —

Citation

1. These Regulations may be cited as the Income and Non-Monetary Benefits Tax (Payroll) Regulations, 2024.

Furnishing of payroll statement and payment

2. An employer shall, subject to regulation 3 and 4, submit a Payroll Withholding Statement, a Simplified Payroll Withholding Statement or a Domestic Worker Payroll Withholding Statement and a 13th Month Payroll Withholding Statement in the forms provided in Schedule I or II or III or IV as the case may be, to the Commissioner General in accordance with section 3 of the Revenue Administration Act (Cap 308).

Remittal of tax

3. The tax withheld by an employer shall be remitted to the Commissioner General in accordance with section 20 of the Revenue Administration Act (Cap 308).

Forms of statement

4. An employer —

- (a) who employs not less than 10 employees shall submit to the Commissioner General, electronically, the payroll withholding statement in the Form provided in Schedule I;

- (b) who employs less than 10 employees and who does not pay to any of those employees any exempt emoluments other than the 13th month pay or overtime allowance, and any non-monetary benefits, shall submit to the Commissioner General, the Simplified Payroll Withholding Statement in the Form provided in Schedule II;
- (c) who employs less than 10 employees and who pays non-monetary benefits tax and any other emoluments including those exempted from tax under the Income and Non-Monetary Benefits Tax Act, shall submit the payroll in the Form provided in Schedule I;
- (d) who employs a domestic worker, shall submit monthly to the Commissioner General, the completed Form provided in Schedule III;
- (e) who pays the 13th month pay, submit the payroll withholding statement provided in Schedule IV,

in accordance with section 3 of the Revenue Administration Act (Cap 308).

Submission of forms

5. An employer —

- (a) who employs not less than 10 employees shall submit the Forms provided in Schedules I, II, III or IV as appropriate using the Seychelles Revenue Commission Tax Portal.
- (b) who employs less than 10 employees or a domestic worker shall submit the Forms provided in Schedules I, II, III or IV as appropriate, using the Seychelles Revenue Commission Tax Portal or in person.

Additional information

6. The Commissioner General may, by notice in writing, require the employer to submit any additional information as the Commissioner General may require, in relation to the payroll withholding statement.

Details of Emoluments				Non-monetary Benefits			Total to remit	
Total Taxable Emoluments	Total Non-taxable Emoluments	Total Emoluments	Income Tax Withheld	Taxable Non-monetary Benefits	Non-Taxable Non-monetary Benefits	Non-monetary Benefits Tax payable	Total withheld	Net of Tax Emoluments

Declaration: I declare that the information on this form is true and correct, and that I am authorised to make this declaration.

Name _____

Signature _____

Date _____

SCHEDULE IV

(Regulation 2)

13th Month Payroll Withholding Statement

Employer Name	
National Identity Number (if an individual)	
Business Registration Number	
Applicable Year	
Applicable Month	

Employee Detail										
National Identity Number (NIN) (if NIN is not available please state the CCP number)	Employee ID Number	Employee TIN	Sex	Status	Start Date (DD/MM/YY)	End Date (DD/MM/YY)	Gender	Job Title	Client/Non-Client	Applicable Date

Details of 13th Pay as applicable						
Taxable 13th month pay			Non-Taxable 13th Month pay			
Basic Salary (only for data capture purposes)	Total Taxable Emoluments	13th Month Pay (If it is > than SR45,450)	13th Month Pay if equal or below SR 45,450	Income Tax Withheld	Net of Tax Emoluments	Total to Remit

MADE this 20th day of February, 2024.

**NAADIR HASSAN
MINISTER OF FINANCE,
NATIONAL PLANNING AND TRADE**
