

### SPECIFICATIONS/FORMAT FOR FILE USED FOR: Monthly PAYE Return

Field	Data type	Width	Mandatory (Yes/No)	Description of field	Remark
Source	Character	3	Yes	It will contain the value MRA or MNS	
Statement Type	Character	6	Yes	It will contain the value PAYE	
Template Version	Character	5	Yes	It will contain the value V1.0	
<b>Employer Details:</b>					
Employer Registration Number	Character	8	Yes	This is the Employer Registration Number of the Employer.	Characters allowed A to Z & 0 to 9.
Employer Business Registration Number	Character	14	No	This is the Business Registration Number (BRN) of the Employer.	Characters allowed A to Z & 0 to 9.
Employer Name	Character	50	Yes	This is the full name of the Employer.	It must consist of valid letters and numbers only.
Tax Period	Number	7	Yes	Period ending the month it relates	Format is YYMM E.g.: For the month of January 2016, it must be '1601'
Telephone Number	Number	7	Yes (if mobile number is Null)	Phone	Numbers allowed 0 to 9. It must be of 7 characters only.
Mobile Number	Number	8	Yes (if telephone number is Null)	Mobile Number	Numbers allowed 0 to 9. It must be of 7 characters only and it must start only with 5.
Name of Declarant	Character	50	Yes	This is the Name of the person providing the information from the Employer.	Characters allowed A to Z & 0 to 9.
E-mail Address	Character	20	Yes	Email address	It must consist of a valid email address
<b>Employee Details:</b>					
Employee ID	Character	14	Yes	This is the employee ID: (i) Where the employee is a Mauritian Citizen, it is the NIC number (ii) Where the employee is a not a citizen of Mauritius, it is the identification number	Characters allowed A to Z & 0 to 9.

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				issued by the Passport and Immigration Office(PIO); or any other identification number issued by the Director-General	
Surname of Employee	Character	50	Yes	This is the Surname of the Employee	Characters allowed A to Z.
Other Names of Employee	Character	40	Yes	This is the Other Names of the Employee	Characters allowed A to Z.
Salary, wages, overtime pay, leave pay and other allowances excluding travelling and end of year bonus.	Character	10	Yes	This is the salary, wages, overtime pay, leave pay and other allowances paid excluding travelling and end of year bonus	Numbers allowed 0 to 9 only without cents and must be greater than zero
PAYE Amount	Number	10	Yes	This is the amount of PAYE which has been deducted from the employee's salary.	Numbers allowed 0 to 9 only without cents and must be greater than zero.
Full Time Employment	Character	1	Yes	Whether the employee is working part time or full time	Y for Full time employment. Otherwise, N.