

H-1-3-1 How do I set the **Foreign Worker Levy**?

Version 9.0b (31 March 2006) onwards – Winnie

Answer

- ♣ To set Levy Rate, go to *Housekeeping* ⌵ *Setup* ⌵ *Government Tables*, select *FW Levy (FWL) Table*, key in the rate for Employee and Employer at *Levy Table 1*, *OK*
- ♣ *Housekeeping* ⌵ *Setup* ⌵ *Tables Maintenance*, select *Deduction Table*, take note that row 10 is reserved for Foreign Worker Levy deduction, with formula as below:

IIF(HALF='2' AND !EMPTY(PMAST.FWLEVYTB),ALEVY_YEE[VAL(PMAST.FWLEVYTB)],0)

- ♣ To assign Levy Table to individual employee, go to *Personnel* ⌵ *Add/Update Employees (Non-Citizen)*, select 1 at *Table* field and *Monthly* at *Method* field *Foreign Worker Levy* section. In *Personnel File Maintenance, Allowance/Deduction* tab, key in 1 at *F.W.Levy* field, *Save* and *Exit*.
- ♣ Run process pay for 2nd Half Payroll and you are able to retrieve Foreign Worker Levy deduction amount at *Government* ⌵ *Foreign Worker Levy*.