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LABOUR SECTION

Annual Survey of Employment and Earnings - March 2020

Tel No: 208-1800 (ext 107, 124, 299 & 300), 210-8094 Fax No: 213-0235 email: cso_labour@govmu.org

SECTION A - GENERAL INFORMATION OF ESTABLISHMENT

1.	1. Business Registration Number:	Office Code No:
2.	2. Registered Name of Enterprise/Employer:	
3.	3. Trading Name of Establishment/Employer:	
4.	4. Description of main activity:	
5.	5. Postal address:	
6.	6. Address of establishment (location): (if different from postal address at item 5)	
7.	7. E-mail address of establishment:	
8.	8. Date on which establishment started operating:	
9.	9. Type of ownership (Please tick where appropriate)	
	Mauritian owned Joint Mauritian / Foreign Foreign owned	
10.	10. (a) Does your establishment have the following? (<i>Please tick where appropriate</i>)	
	(i) Computer(s) Yes No (iii) Internet/E mail Ye	s No
	(ii) Website Yes No (iv) Intranet Yes	No
	(b) Does your establishment receive orders over the internet? Yes No	
	(c) Does your establishment place orders over the internet? Yes No	

SECTION B & C: EMPLOYMENT AND EARNINGS - MARCH 2020

Applicable to all employees - Mauritian and Non-Mauritian

General notes

- 1. All employees, Mauritian and Non-Mauritian, working at this establishment during the month of March 2020 should be included here.
 - "Employees" cover **ALL** persons in regular or casual employment, including salaried managers, pieceworkers, family workers in receipt of salaries/wages and paid apprentices. Those who were temporarily absent on paid leave should also be included.
- 2. Payments made to ALL employees for the month of March 2020 to be included here. For employees on daily or piece or hourly rates, enter amount paid for the whole month of March 2020.
- 3. You may contact the Labour Unit for any problem at Tel No: 208-1800 (ext 107, 124, 299 & 300) or 210-8094

EMPLOYMENT AND EARNINGS	SECTION B	SECTION C					
EVII LOTIVIENT AND EARNINGS	MAURITIAN	NON-MAURITIAN					
1. Number of Employees in March 2020							
	Female						
	TOTAL						
2. GROSS MONTHLY CASH SALARIES/V	VAGES	Dungag	Dumong				
(Please give breakdown as per details belo	w)	Rupees	Rupees				
(i) Salaries/wages (Basic + salary compensa	ntion)						
for the month of March 2020							
(ii) Overtime payments for the month of M	arch 2020						
(iii) REGULAR payments made at the end of	(iii) REGULAR payments made at the end of each pay period:						
(refund of bus fares / car allowance, prod	ductivity /						
attendance bonuses, regular commission	ns, housing / rent /						
meal allowances and any other regular pa	ayments)						
for the month of March 2020							
(iv) OTHER PAYMENTS which are not re	gularly						
made every pay period but were paid in I	March 2020						
(seasonal bonuses, end of service / portal	ble retirement /						
retirement gratuities, severance allowance	ces, payment of						
arrears, etc.)							
TOTAL GROSS CASH SALARIES/WA	AGES						
3. Number of outworkers in March 2020	Male						
(outworkers are persons working for the	Female						
establishment in their own home with materials provided by the establishment)		an					

SECTION D

DISTRIBUTION OF <u>FULL TIME</u> EMPLOYEES RECEIVING MONTHLY BASIC SALARIES/WAGES (INCLUDING COMPENSATION), MARCH 2020

Name of Enterprise/Employer	r :
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Salaries/wages (including compensation)		Mauritian	Non-Mauritian				
(Rupees)	Number of employees	Total amount paid (Rs)	Number of employees	Total amount paid (Rs)			
9,000 or less							
9,001 - 10,000							
10,001 - 12,000							
12,001 - 14,000							
14,001 - 16,000							
16,001 - 18,000							
18,001 - 20,000							
20,001 - 25,000							
25,001 - 30,000							
30,001 - 35,000							
35,001 - 40,000							
40,001 - 50,000							
50,001 - 60,000							
60,001 - 70,000							
70,001 - 75,000							
75,001 - 100,000							
100,001 - 200,000							
200,001 - 500,000							
500,001 and over							

Note:

- 1. Regular and non regular payments such as travelling, overtime, arrears, bonuses (attendance & productivity), commission, etc. paid in March 2020 should NOT be included here.
- 2. For employees who have received **less than normal monthly wage** in March 2020 (part payment), please classify by monthly salary/wage that should have been paid for the month of March 2020

Person to be contacted for queries or further information about this questionnaire										
Mr/Miss/Mrs:										
Status in business:										
Phone No.:	Email address:									
Date:	Signature:									

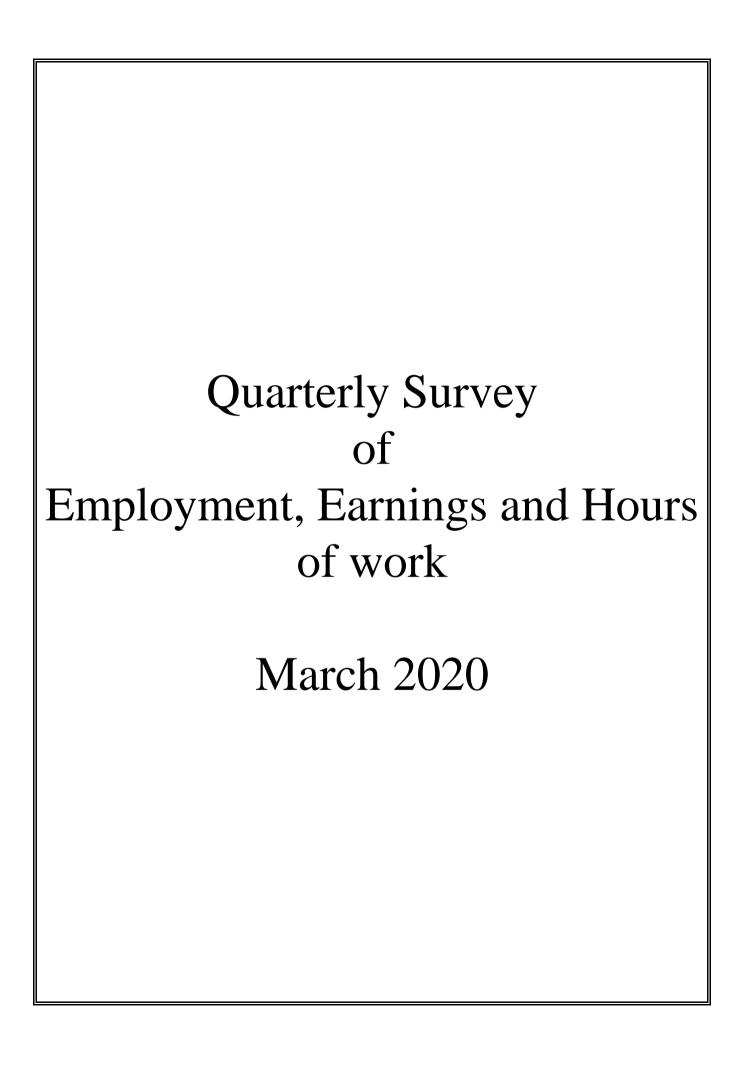
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Section E

IMPACT OF COVID-19 ON EMPLOYMENT IN LARGE ESTABLISHMENTS

(employ 10 or more)

Na	ime of Enterprise/Employer :							
B	RN:	Office C	Office Code No:					
Pl	ease tick appropriate code for each question							
1.	Is your establishment now operational?							
	Yes, fully operational	1]					
	Yes, partially operational	2						
	No	3	If 3, go to Q3					
2.	Compared to March 2020, has the number of employees		1					
	increased?	1						
	stayed the same?	2						
	decreased due to temporary lay-off with assurance to return to work later?	h 3						
	decreased due to permanent lay-off?	4						
3.	How do you expect the establishment's workforce size to cl	hange over the	next 6 months?					
	Increase	1						
	Stay the same	2						
	Decrease	3						
4.	Has your establishment applied for/benefited from the government applied from the government applied for the government applied for/benefited from the government applied for the government applied from the government applied for the government ap	ernment wage a	assistance scheme?					
5.	Which other government measures has your establishment the COVID-19 outbreak?	applied for/ber	nefited from in the context of					
	(i)							
	(ii)							
	(iii)							



SECTION E - EMPLOYMENT, EARNINGS AND HOURS OF WORK - MARCH 2020

NON-MAURITIANS, OUTWORKERS AND APPRENTICES SHOULD BE EXCLUDED

In cases where payrolls are less than a month, the required data should relate to the last payroll for the month of MARCH 2020

								MONTHLY	REGULAR Allowances		Overtime hours		
Occupation Code	OCCUPATION (MAURITIAN WORKERS ONLY)	USUAL number of working days per week	NORMAL working hours per week	Number of WORKING DAYS covered by payroll	Number of employees (Mauritians only)	UNPAID absences	Basic salaries/wages + compensation	Travelling Other regular		Overtime payments	worked corresponding to payments made in column 11 for each occupation in column 2	Comments on figures significantly different from those submitted in December 2019 (see below for possible reasons)	
							Rs	Rs	Rs	Rs			
	If an occupation does not exist, it should be replaced by another occupation as similar as possible to the one mentioned in the form or contact the Labour Unit (Tel no. 208-1800 (ext 107, 124, 299 & 300) or 210-8094)		Normal working hours per week (after which overtime conditions apply) is to be supplied for each occupation specified in column 2				Basic salaries/wages including compensation paid to all employees for each occupation specified in column 2		Regular allowances include bonus (productivity, attendance, etc.), commissions, allowances (rent, housing, etc.) and any other payments which are regularly paid at end of each pay period. EXCLUDES ARREARS, ONE-OFF PAYMENT AND NON REGULAR ALLOWANCES.		In case this information is not available, an indication of the mode of payment for extra work is to be given. For example, whether it is 1.5 times or twice the basic rate	Reason for increase/decrease of employees/salaries in each specific occupation in column 2: 1. Decrease in employees due to redundancies 2. Decrease in employees due to promotion, transfer, etc. 3. Decrease in salaries due to promotion 4. Decrease in salaries due to departure of employees 5. Increase in salaries due to adjustment in basic wages/salaries 6. Increase in salaries due to new incentive measures as from(state date) 7. Other reason, specify	
1	2	3	4	5	6	7	8	9	10	11	12	13	

Person to be contacted for queries or further information about this questionnaire:										
Mr/Ms/Mrs:	Phone No:									
Status in business:	. Email address:									
Date:	Signature:									

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Protection Act.