



# labour

Department:  
Labour  
REPUBLIC OF SOUTH AFRICA



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## Employer's Guide to UIF

Employers must register themselves and their workers with the UIF and pay their contributions every month.

### Application

The Unemployment Insurance Act and Unemployment Insurance Contributions Act apply to **all employers** and **workers**, but not to -

- workers working **less than 24 hours** a month for an employer;
- **learners**;
- **public servants**;
- **foreigners** working on contract;
- workers who get a monthly **State (old age) pension**; or
- workers who only earn commission.

Domestic employers and their workers are included under the Act since 1 April 2003.

### See

- Unemployment Insurance Act No. 63 of 2001

Provides security to workers when they become unemployed.

### Registrations and Declarations

Employers must register themselves and their worker(s) as soon as they employ someone.

Employers must also inform the UIF of changes (e.g. new workers appointed or changes in salary) before the 7th of every month.

*Based on Legislation in Section 56, of the Unemployment Insurance Act*

### Deducting contributions

Employers must deduct 1% of their workers' pay for UIF.

*Based on Legislation in Section 7, of the Unemployment Insurance Contributions Act*

### Paying

Employers must pay the 1% they deducted from workers, together with 1% from themselves to the UIF or SARS before the 7th of every month.

*Based on Legislation in Section 6, Section 8, Section 9, of the Unemployment Insurance Contributions Act*

### Related Links

- [How To do UIF Declarations](#)  
Employers can mail, fax, email or do their declarations online.
- [How to Pay the UIF](#)  
Employers' must deduct UIF from workers and pay it and their own to the UIF.
- [How To Register with the UIF](#)  
It is the employers' responsibility to fill in and send the forms to register themselves and their workers.