

Basic Payroll Accounting Rules for HR Professionals

Continuing Professional Development

Instructor:

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The understanding of payroll accounting rules is vital for HR professionals. This seminar looks at the requirements of basic accounting rules for the review and assessment of the contributions withheld by employers, including the preparation and analysis for the declaration forms.

Who should attend the seminar?

HR professionals will be able to understand and apply the regulation behind the calculations of all contributions and relevant deductions of payroll and review various scenarios of where these may vary. Practical examples and case studies will be provided throughout the seminar.

17 October 2022
9:00-12:15 (3 CPD Units)

Registrations:
Fee: €120
Click [here](#) to register

SEMINAR PROGRAMME

		Basic Payroll Accounting Rules for HR Professionals
Time	Duration	Description
09:00-10:30	1:30	Section 1: Identifying the relevant payroll contributions and deductions: <ul style="list-style-type: none"> • Description of the required contributions that need to be calculated and deducted as part of both the employees and employers' contributions. • Review of the documentation required to completed in cases of new recruitment or termination of employment. • Review of employment contracts and their link to the contributions. Identifying the work to be performed when provident fund rules apply.
10:30-10:45	0:15	C O F F E E B R E A K
10:45-12:00	1:15	Section 2: Payment of the relevant deductions and preparation of the relevant tax declaration form: <ul style="list-style-type: none"> • Review of receipts of the social insurance and other contributions, penalties arising from late registration or payment. • Preparation of the tax declaration form for the company, review of its contents. • Disclosures and detailed interpretation of payroll in FS.
12:00-12:15	0:15	Questions and Answers
TOTAL NET DURATION	3:00	END OF SEMINAR

Certification:

All participants will be awarded a certificate. Each hour of attendance will account for one unit of Continuing Professional Development (CPD) as required for members of most professional bodies.

In-house Seminars:

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