

# How to add a component based on a percentage of a different component:

For example, component A can be set up to automatically calculate a % of component B.

Component A – Rent (automatically calculate 10% of Basic Pay component)

Component B – Basic Pay

1. Kindly navigate to Config > Payroll > Payroll Components
2. Scroll down to Deductions > Rent
3. Select 'Edit'
4. Select '+' for extra options

As highlighted below –

**Configuration**

Basic Settings **Payroll** Human Resources Security Financial

Payroll Config Adminis

Payroll Components CLASSIC Pension

General Ledger Parameters CLASSIC Medical

Claim Component Settings CLASSIC Group Lit

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**deductions**

Component Name (mouse over for original description)	Tax Code	Allow to be Part of Package	Status	Add New Occurrence
Additional Tax with Income Base	4102	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Adjust Prior Periods: Medical Employee Deduction	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Advance	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Advised Deduction	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Advised Tax Paid In Advance	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Council levy	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Custom Loan 1	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Custom Loan 2	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Garnishee Deduction	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Gross Up With Recovery Deduction	0000	No	Active	Automatic
loan	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Loan Deduction	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Medical aid deduction	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Medical Aid Employee Deduction	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Medical Aid Savings Employee	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Medical Aid Vitality Employee	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
NI(category A)	4102	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
Pension Employee Deduction	PEND	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
<b>Rent</b>	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>
replacement fee	0000	No	Active	<a href="#">Add</a> <a href="#">Edit</a> <a href="#">Delete</a>

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**Company Payroll Components**

This environment is not a live environment, it is a backup from 2023/02/12

Ensure that the relevant frequency run is selected.

period from:

**New**

If you would like to add a new component [click here](#)

**Update**

Please capture the relevant component information below and click save. The component will be added to your frequency's profile and can be viewed under the relevant payslip action heading below.

[edit component blue print](#) [Click here to view audit trail](#)

component name:

formula:

payslip name:

**extra options**

[click here](#) to cancel edit and view components

1. Select 'click here to add new override formula'
2. Complete the highlighted sections and select 'create lines'

**Update**

Please capture the relevant component information below and click save. The component will be added to your frequency's profile and can be viewed under the relevant payslip action heading below.

[edit component blue print](#) [Click here to view audit trail](#)

component name:  ?

formula:

payslip name:

extra options

component code:

recovery rule:

recover in next period:

max ratio of recurring value to recover per period:

minimum value:

maximum value:

override formula: [click here to add new override formula](#) ↻ ?

inactive:

add component to all employees:

only enable from selected month to selected month: from:  to:

do not show on payslip:

always calculate if there is a payslip regardless of basic being present on payslip:

pro rata component as per basic pay:

do not convert to different currency for reports:

multiply payslip result by component:

**Define The Formula**

formula description:

how many sources make up this formula ?

**+ Extra Options**

1. Complete the highlighted sections and select 'add income base'
2. Select 'Update'

**Define The Formula**

formula description:

how many sources make up this formula ?

Manner	Percentage / Amount	Source Type
1	<input type="text" value="10"/>	<input type="text" value="Recurring Package Rate"/>

(optional) select a payrate before and including the selected month. should no payrate exist before the selected month, the current record will be used.

[add month](#)  
[clear month](#)

Select

2	<input type="text" value="0"/>	
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**+ Extra Options**

**Update**

Please capture the relevant component information below and click save. The component will be added to your frequency's profile and can be viewed under the relevant payslip action heading below.

[edit component blue print](#) [Click here to view audit trail](#)

component name:  ?

formula: **EE Recurring Amt + EE Advised Amt**

payslip name:

extra options

component code:

recovery rule:  ▼

recover in next period:

max ratio of recurring value to recover per period:

minimum value:

maximum value:

override formula: [click here to edit 10% of the basic formula](#) ↻ ?

inactive:

add component to all employees:

only enable from selected month to selected month: from:  ▼ to:  ▼

do not show on payslip:

always calculate if there is a payslip regardless of basic being present on payslip:

pro rata component as per basic pay:

do not convert to different currency for reports:

multiply payslip result by component:  ▼

[click here to cancel edit and view components](#)

Once the component has been updated and saved, kindly navigate to the employee's profile

1. Payroll Processing > Recurring Payroll Components > Deductions > Rent
2. Amount to reflect as 0 and select Save

The screenshot shows the 'Recurring Payroll Components' interface for employee Avril Green (EMP0264) in February 2023. The 'Deductions' section is highlighted, and a search modal is open to find the 'Rent' component. The search results show 'Rent - 0000'.

Component name	Tax code	Amount	System
Tax Paid	4102	0.00	System
UIF Employee	4141	28.50	System
<b>Fringe Benefits</b>			
Component name	Tax code	Amount	System
Approved Disability Lumpsum Fringe Benefit	0000	0.00	System
Approved Group Life Fringe Benefit	0000	0.00	System
Disability Fringe Benefit	3808	0.00	System
Employer Income Fringe Benefit	3801	0.00	System
Group Life Fringe Benefit	3801	0.00	System

**Rent - 0000** ✕

Rent - 0000 ▶

Amount:  
0.00

Extra fields ▼

**Save**

Employee / Payroll Processing February - 2023 Other Actions ↻

### Recurring Payroll Components

\* Part Of Package

Allowances			Deductions		
Component name	Tax code	Amount	Component name	Tax code	Amount
No data			Rent	0000	0.00
			Tax Paid	4102	0.00 <small>System</small>
			UIF Employee	4141	35.00 <small>System</small>

Kindly navigate to Payroll Processing > Edit Payslip and the rent component will automatically calculate 10% of the basic pay component as reflected below:

Employee On / Off Boarding Bulk Actions Reports Payroll Cycle Config

⚠ This environment is not a live environment, it is a backup from 2023/02/12

Employee / Payroll / Edit Payslip February - 2023 Other Actions Download

### Payslip Edit

**PAYMASTER DEMO**  
Monthly Salary Demo please use

**Avril Green**

EMP0264

Basic Information

**Payroll Processing**

Pay Rate Details

Edit Payslip

Recurring Payroll Components

Take On Year To Date Figures

Claims

**Payslip Summary**

\* Part of package

Allowances				Deductions			
Component name	Tax code	Qty	Amount	Component name	Tax code	Qty	Amount
* Basic Pay	3601	173.36	3 500.00	Rent	0000		350.00
				UIF Employee	4141		35.00
<b>Total: 3 500.00</b>				<b>Total: 385.00</b>			
				<b>Total Net Pay: 3 115.00</b>			

Company Contributions				Fringe Benefits			
Component name	Tax code	Qty	Amount	Component name	Tax code	Qty	Amount
Skills Development Levy	4142		36.21	No data			
UIF Employer	4141		35.00				