

How to correct e@syFile error: Employer SIC7 code mandatory

This error is expected when you import a file into an existing employer record on e@syFile, where the SIC7 code has not been specified. In accordance with the SARS BRS document, this error indicates that the company's and/or employee's SIC codes have not been configured. As from 201402, all import files are required to have a SIC7 code within the import file.

Step 1: Verify that the company's SIC Codes are correctly configured on the Tax Certificate Run screen.

Navigate > Reports > Tax Certificate Run

Tax Year End Process

[Click here to view audit trail](#)

Tax certificates will be available for Self Service users once the year end live file has been downloaded. If a custom ESS security role is used, access to certificates will have to be granted.

[change trade classification and SIC codes](#)

[view file creation progress](#)

Tax Year End File Details

* standard industry code group:	Financial and insurance activities	+	
* standard industry code:	Activities of by monetary institutions other than cen		
* trade classification:	FINANCE, INSURANCE, REAL ESTATE AND BUSINESS S	+	
* trade sub classification:	Financial services		

If the codes were never captured the system will automatically land on the screen whereby you are required to capture the codes.

If the codes have been captured but were incorrect you will have to click on the link that states "change trade classification and SIC codes"

Tax Year End Process

[change trade classification and SIC codes](#)

[view file creation progress](#)

what would you like to do:	--select one--	+	
email this report to me in the above format?	<input type="checkbox"/>		

The codes will automatically apply to all employees unless otherwise stated.

Step 2: Ensure that the employees' SIC codes are inherited from the company unless otherwise stated.

The industry code will automatically default to 'inherit from company'.

Navigate > Employee > Basic Information > Basic Profile > Exemptions and Other

Employee / Basic Information

Basic Profile

Employee Details Personal Contact Details Addresses Exemptions and Other

UIF exemption reason: *

SDL exemption reason: *

Standard Industry Code Group:

Standard Industry Code:

Does Not Qualify For Employment Tax Incentive: