SPECIFICATIONS/FORMAT FOR FILE USED FOR: EXIT STATEMENT

Field	Data type	Width	Mandatory (Yes/No)	Description of field	Remark
Source	Character	3	Yes	It will contain the value MRA	
Statement Type	Character	6	Yes	It will contain the value PRGFEX	
Template Version	Character	5	Yes	It will contain the value V1.0	
Employer Details:					
Employer Registration Number (ERN)	Number	8	Yes	This is the Employer Registration Number of the Employer.	Characters allowed 0 to 9.
Employer Business Registration Number	Character	10	No	This is the Business Registration Number (BRN) of the Employer.	Characters allowed A to Z & 0 to 9
Employer Name	Character	80	Yes	This is the full name of the Employer.	It consists of valid letters and numbers only. Characters allowed A to Z a to z 0 to 9 and some other special characters.
Tax Period	Number	4	Yes	This is the month in which the employee's employment with the employer stops (Exit month).	It consists of numbers 0 to 9 only. Format is YYMM. E.g.: For the month of January 2020, it must be '2001'.
Telephone Number	Number	7	Yes (If Mobile Number is Null)	Phone Number	Numbers allowed 0 to 9. It should be of 7 characters only.
Mobile Number	Number	8	Yes (If Telephone Number is Null)	Mobile Number	Numbers allowed 0 to 9. Mobile number should be of 8 characters starting only with 5.
Name of Declarant	Character	80	Yes	This is the Name of the person providing the information from the Employer.	It consists of valid letters. Characters allowed A to Z a to z and some other special characters.
E-mail Address of Employer	Character	50	Yes	Email address	It must consist of a valid email address.
E-mail Address of Declarant	Character	50	Yes	Email address	It must consist of a valid email address

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Employee Details:					
Employee ID	Character	14	Yes	This is the employee ID: The employee must be a Mauritian Citizen and it is the NIC number.	Characters allowed A to Z & 0 to 9.
Surname of Employee	Character	80	Yes	This is the Surname of the Employee.	It consists of valid letters. Characters allowed A to Z a to z-and some other special characters.
Other Names of Employee	Character	80	Yes	This is the Other Names of the Employee.	It consists of valid letters Characters allowed A to Z a to z and some other special characters.
Public Transport Sector	Character	1	Yes	This is to indicate whether the employee is in the public transport sector or not.	Possible Values: Y (Yes) or N (No)
Post Occupied in Public Transport Sector	Character	4	Yes (If Public Transport Sector is Yes)	This is the post occupied by the Employee who is in the public transport sector	List of Values is: DCMT- Drivers, Conductors, Mechanics and Traffic Officer O - Other than Drivers, Conductors Mechanics and Traffic Officer Field should be left blank if Public Transport Sector is No
Date of Entry	Date	8	Yes	This is the date of entry of employee.	Format is YYYYMMDD E.g. 20190913 - Retrieved from monthly PRGF return - Should be before Date of Exit - Should be at least 16 years after Date of Birth
Date of Exit	Date	8	Yes	This is the last date of employment of the employee or when the employee has joined PPS.	Format is YYYYMMDD E.g. 20190913. - Should be after Start Date of Employment. - Date should be in the month to which this Exit statement pertains (Tax Period)
Reason for Exit	Character	1	Yes	This is the reason because of which Exit Statement is being submitted.	List of Values is: D – Death R – Retirement T – Termination C – Cessation P - Joined approved private pension scheme B –basic salary exceeds Rs 200,000
Full Time Employment	Character	1	Yes	This is to indicate whether the employee is in full time employment or not.	Possible Values : Y (Yes) or N (No)
Remuneration drawn for the last complete month	Number	10	Yes	This is the remuneration drawn by the worker for last	Numbers allowed 0 to 9 only without cents. Amount should be greater than zero and should not contain

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excluding commission (MUR)				complete month excluding commission and any other irregular payment, at the time the employment of the worker is terminated or the worker retires or dies, as the case may be.	decimal places or separator. E.g. An amount should appear as 123456789. Amount should not include any one off payment (E.g. Severance allowance)
Commission drawn for the last complete month (MUR)	Number	10	Yes	This is the commission drawn by the worker for last complete month.	Numbers allowed 0 to 9 only without cents. Amount should be greater or equal to zero and should not contain decimal places or separator. E.g. An amount should appear as 123456789.
N: Number of days worked by a part-time worker in a week	Number	1	Yes (If Full time Employment is No and date of Exit is before 20 July 2023)	This is the average number of days of work performed by the part-time worker in a week. It is obtained when the average number of hours worked by the part time worker in a week is divided by the average number of hours worked by a comparable full time worker in a day.	Numbers allowed 0 to 9 – up to 2 decimal places. Value must be greater than zero. **Field must be 0 when Full time Employment is Yes**
H: Number of days worked by a comparable full time worker in a week	Number	1	Yes (If Full time Employment is No and date of Exit is before 20 July 2023)	This is the average number of days of work performed by a comparable full-time worker in a week. It is obtained from the average number of days worked by a comparable full time worker in a week as prescribed in the remuneration order.	Numbers allowed 0 to 9 – up to 2 decimal places. Value must be greater than or equal to zero. **Field must be 0 when Full time Employment is Yes**
Number of working days worked by a full-time worker in a week	Number	1	Yes (If Full time Employment is Yes)	This is the number of working days per week. The value should be either 5 or 6 working days per week.	Number of working days per week - Value should be either 5 or 6. **Field should be left blank when Full time Employment is No.**
Total commission for the last 12 months of employment (MUR)	Number	10	Yes	This is the details of the commission paid over a period of 12 months before the worker ceases to be in the employment.	Numbers allowed 0 to 9 only without cents. Amount should be greater than or equal to zero and should not contain decimal places or separator. E.g. An amount should appear as 123456789.
Remuneration excluding commission and end of year bonus for Current Month (MUR)	Number	10	Yes	This is the details of the remuneration **excluding commission and end of year bonus** paid over a period of 12 months before the worker ceases to be in the employment.	Numbers allowed 0 to 9 only without cents. Amount should be greater than or equal to zero and should not contain decimal places or separator. E.g. An amount should appear as 123456789.
Remuneration excluding commission and end of year bonus for (Current Month - 1) (MUR)					Note: Current month 'M' is the month in which employee exited. If 'M' is February 2022, 'M – 1' is January 2022, 'M –

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Remuneration excluding commission and end of year bonus for (Current Month - 2) (MUR)					2' is December 2021 and so on up to 'M – 12' which will be February 2021.
Remuneration excluding commission and end of year bonus for (Current Month - 3) (MUR)					
Remuneration excluding commission and end of year bonus for (Current Month - 4) (MUR)					
Remuneration excluding commission and end of year bonus for (Current Month - 5) (MUR)					
Remuneration excluding commission and end of year bonus for (Current Month - 6) (MUR)					
Remuneration excluding commission and end of year bonus for (Current Month - 7) (MUR)					
Remuneration excluding commission and end of year bonus for (Current Month - 8) (MUR)					
Remuneration excluding commission and end of year bonus for (Current Month - 9) (MUR)					
Remuneration excluding commission and end of year bonus for (Current Month - 10) (MUR)					

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Field	Data type	Width	Mandatory (Yes/No)	Description of field	Remark
Remuneration excluding commission and end of year bonus for (Current Month - 11) (MUR) Remuneration excluding commission and end of year bonus for (Current Month - 12) (MUR)					
Total remuneration excluding commission and end of year bonus paid for the last 12 months of employment (MUR)	Number	10	Yes	This is the summation of the remuneration **excluding commission and end of year bonus** paid over a period of 12 months before the worker ceases to be in the employment. It is the sum of the remuneration declared for the 12 months and excludes month 'M '.	Numbers allowed 0 to 9 only without cents. Amount should be greater than or equal to zero and should not contain decimal places or separator. E.g. An amount should appear as 123456789. Total remuneration for 12 months prior to month of exit excluding commission and end of year bonus.
End of Year Bonus	Number	10	Yes	This is the amount of End of Year Bonus paid to a worker under Sec 54 of the WRA.	Numbers allowed 0 to 9 only without cents. Amount should be greater than or equal to zero and should not contain decimal places or separator. E.g. An amount should appear as 123456789.
Sugar Cultivation	Character	2	Yes (If employer category is IA)	This is the amount of land under sugarcane cultivation by the employer.	List of Values is: - H1: More than 42.2087 hectares (100 arpents) of sugar cultivation. - H2: Up to 42.2087 hectares (100 arpents) of sugar cultivation.
Phone Number of Employee	Number	7	No	Phone Number of Employee	Numbers allowed 0 to 9. It should be of 7 characters only.
Mobile Number of Employee	Number	8	No	Mobile Number of Employee	Numbers allowed 0 to 9. Mobile number should be of 8 characters starting only with 5.
E-mail Address of Employee	Character	50	No	Email address of Employee	It must consist of a valid email address.

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