

A. What is underpayment?

Underpayment is the act of paying less than the stipulated wages as directed, as in terms of the law or wages Regulation Order of 2022 for that particular industry. So employers and Employees are urged to check and compare the rates from the various relevant Wages Regulations Order.

Below are the rates of the minimum wages for two sectors, the **Security Service Industry** and **Retail, Hairdressing, Wholesale and Distributive Trade Industry**.

1. Minimum wages for employees working under Security Service Industry-Legal noticeno.249 of 2022

In terms of the Regulations of Wages (Security Service Industry) Order of 2022 the minimum wages of employees under the Security Service Industry are as follows;

Wages Rates

Position	rates per shift (per day)	rates per month
Less than 3 months	E 74.88	E 1946.88
3 Months	E 96.29	E 2503.54
Petrol supervisor grade II	E 98.90	E 2571.40
Petrol supervisor grade I	E 117.81	E 3063.06
Telephonist	E 81.83	E 2127.58
Clerk	E 117.81	E 3063.06
Cash in Transit guard	E 105.74	E 2749.24
Cash in Transit driver	E 117.43	E 3053.18

Any employer paying below the above rates shall be found guilty of underpaying of employees.

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2. Basic minimum wages for employees under Retail, Hairdressing, Wholesale and Distributive Industry-Legal noticeno.254 of 2022

In terms of the Regulation of Wages (Retail, Hairdressing, Wholesale and Distributive Industry) Order of 2022 the areas mentioned below are regarded as urban areas. Bhunya, Big Bend, Havelock Mine, Luyengo, Matata, Malkerns, Manzini, Mbabane,(including establishments situated along and within 5km on either side of the Mbabane/ Manzini main road stretching 20km from Mbabane): Matsapha Industrial Area, Mhlambanyatsi, Mhlume, Ngwenya, Nhlangano, Piggs Peak, Sidvokodvo, Simunye, Siteki, Tabankulu, Tshaneni, Vuvulane, Nsoko Shopping Complex, Ngonini Shopping Complex, Ebhleni Shopping Complex, Lavumisa, Mankayane, Lomahasha Shopping Complex, , Ludzeludze, Mhlaleni and Hlathikhulu.

	A Urban Areas	B All other areas
General Labourer	E1770.04	E1544.76
General Labourer (Salon)	E1770.04	E1544.76
Lorry man	E1770.04	E1544.76
Watchman	E1770.04	E1544.76
Messenger	E1770.04	E1544.76
Deliveryman	E1770.04	E1544.76
Heavy duty labourer	E1822.84	E1653.55

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Pre-Packer	E1770.04	E1544.76
Commercial cleaner	E1824.46	E1544.80
Junior clerk	E1727.28	E1586.52
Senior clerk	E1822.84	E1576.12
Junior shop assistant	E1770.04	E1544.76
Junior merchandiser	E1770.04	E1544.76
Switchboard operator	E1770.04	E1544.76
Copy typist	E1770.04	E1544.76
Driver (Light vehicle)	E1848.38	E1544.76
Petrol pump attendant	E1848,38	E1544.76
Driver (Heavy duty)	E1950.42	E1593.69
Shop assistant	E1950.42	E1593.69
Merchandiser or promoter	E1950.42	E1593.69
Blockman	E2177.73	E1854.50
Trainee cashier	E1770.04	E1652.97
Cashier	E2223.37	E1755.82
Beautician	E2257.81	E1755.82
Cashier (saloon)	E1935.86	E1257.18
Hairdresser	E1773.15	E1253.19

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Assistant Hairdresser	E1451.89	E978.79
Hair braider	E1451.89	E978.79
Baker	E1951.69	E1653.78
Assistant Baker	E1770.04	E1544.76
Hyster / forklift driver	E1950.54	E1653.78
Handyman	E1822.96	E1544.76
Barber man	E1324.55	E860.88

Any employer paying employees below the above minimum rates shall be guilty of underpaying.

3. Basic minimum wages for employees under Road Transportation Industry), Order, 2022- Legal noticeno.259 of 2022

Allowances

3. (1) A driver other than a taxi-driver, who is required to drive on a night shift shall be paid an allowance at one and one half times his normal wage rate.
- (2) A taxi driver shall be paid, in addition to his normal wage, a commission of not less than two percent, on his money intake during any month worked.
- (3) A driver who has been in the continuous employment of the same employer for more than six months and who is required to obtain an annual public driver's permit, shall be reimbursed by his employer the cost in relation to or as a condition of that permit, and passport renewals for cross border operation workers.
- (4) An employee who is on duty outside his normal station or principal place of employment shall be paid subsistence allowance in respect of each continuous period of 12 hours up to a maximum of six days as follows;

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- (a) fifty nine emalangeneni and seventy four cents E59.74 where the employer provides suitable accommodation and food;
 - (b) one hundred and nineteen emalangeneni and sixty cents (E119.60) where the employer does not provide food, but provides suitable accommodation or where accommodation is available on the vehicle being driven by or which the employee is an assistant; and
 - (c) two hundred and thirty nine emalangeneni and fifteen cents where the employer provides neither food nor accommodation.
- (5) An employee who is away from his normal place of work and for more than seven days but not exceeding thirty days shall be paid the following subsistence allowance in respect of each day of absence:
- (a) One hundred and ninety five emalangeneni and twenty four cents (E194.24) if the employer provides suitable accommodation and food;
 - (b) One hundred and nineteen emalangeneni and sixty cents (E119.60) where the employer does not provide food but provides suitable accommodation or where the accommodation is available on the vehicle being driven; and
 - (c) Two hundred and ninety eight emalangeneni and eighty seven cents (E298.87) if the employer provides neither food nor accommodation.
- (6) Whenever a transfer is envisaged to be permanent in nature from the outset, a transfer allowance of Two hundred and ninety eight emalangeneni and eighty seven (E298.87) cents shall be paid to the transferee.

Rates	per Week	Monthly
Grade 1:	E481.10	E 2083.16

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Conductor

General Worker

Grade 11 **E 685.50** **E 2968.21**

- (7) Fuel Issuer
- (8) Rank Marshal
- (9) Driver of vehicle carrying 1 to 16 passengers

Grade 111 **E733.65** **E3 176.70**

Driver of a vehicle carrying 17 to 36 passengers
Assistant artisan / mechanic

Grade IV

Driver of a vehicle carrying 37 to 59 passengers **E760.10** **E3 291.23**

Grade V **E789.00** **E3 416.37**

Driver of vehicle carrying 60 passengers and more
Clerk
Workshop Storeman

Grade VI

Senior Clerk **E796.20** **E3 447.55**

Grade VII **E1390.30** **E6 019.99**

Driver Instructor
Artisans / Mechanics

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- (10) Auto Electrician
- (11) Welder

What are statutory contributions?

Statutory contributions refer to the amounts of money deducted from employee wages in terms of the law, which are then remitted to the relevant Fund or Authority.

What does it Mean When Deductions or Contributions are Statutory?

This means that there is a statute or law – usually an Act (of Parliament) that provides for these deductions to take place. Permission from the person from whose wage the contribution is being deducted, is therefore not required, it is given by the law.

Which Law Authorizes These Deductions?

Section 56 (1) (a) (b) of the Employment Act 5 of 1980 as amended, authorizes deductions from wages in terms of:

- a) Tax as required by law to the Eswatini Revenue Authority (ERA). Tax refers to either graded tax or PAYE (Pay As You Earn) as the case may be.
- b) Contributions to the Eswatini National Provident Fund

Workmen's compensation

It provides benefits to employees who get injured or sick from a work-related cause. It also includes disability benefits, missed wage replacement and death benefits and occupational disease.

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What Does workmen's compensation Cover?

If your employee suffers a work-related injury or illness, workman's compensation benefits can help cover their:

- Medical expenses
- Lost wages
- Ongoing care costs
- compensation

These worker's compensation benefits are not available if the employee gets hurt or sick outside of work. Benefits may also not be available for employees that intentionally hurt themselves.

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