

## DEPARTMENT OF LABOUR



## Income Differential Statement

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Employment Equity Act  
55 of 1998, Section 27

**PLEASE READ THIS FIRST**



**WHAT IS THE PURPOSE  
OF THIS FORM?**

This form contains the format for reporting income differentials to the Employment Conditions Commission.

**WHO FILLS IN THIS FORM?**

All designated employers, that have to submit a report in terms of the Employment Equity Act, 55 of 1998.

Smaller employers (less than 150 employees) only have to complete **Sections A and D** of this statement. All other designated employers complete every section of this statement.

**INSTRUCTIONS**

Income levels per occupational group must be reported in two wage categories. In completing the Income Levels, the first income level (1) represents the average equivalent yearly remuneration and benefits of the five highest paid employees in that occupational category.

The second income level (2) represents the average equivalent yearly remuneration and benefits of the five lowest paid employees in that occupational category. For reporting purposes, calculate what the equivalent yearly remuneration and benefits would be of workers who are not employed full-time.

Per occupational group:

The first income level (1) = sum of the 5 highest salaries in that occupational group divided by 5.

The second income level (2) = sum of the 5 lowest salaries in that occupational group divided by 5.

**Section A: Employer details**

|                       |  |
|-----------------------|--|
| Employer:             |  |
| Registration No:      |  |
| SARS Registration No: |  |
| UIF Number:           |  |
| Industry Sector:      |  |
| Contact Person:       |  |
| Address:              |  |
| Town/City:            |  |
| Postal Code:          |  |
| Telephone No:         |  |
| Fax No:               |  |
| E-Mail Address:       |  |
| Date of submission:   |  |

**Section B: Income differentials per occupational category**

| Occupational Categories                    | Income Levels |   |
|--|---------------|---|
|  | 1.            | R |
| Legislators, senior officials and managers | 1.            | R |
|  | 2.            | R |
| Professionals                              | 1.            | R |
|  | 2.            | R |
| Technicians and associate professionals    | 1.            | R |
|  | 2.            | R |
| Clerks                                     | 1.            | R |
|  | 2.            | R |
| Service and sales workers                  | 1.            | R |
|  | 2.            | R |
| Skilled agricultural and fishery workers   | 1.            | R |
|  | 2.            | R |
| Craft and related trades workers           | 1.            | R |
|  | 2.            | R |
| Plant and machine operators and assemblers | 1.            | R |
|  | 2.            | R |
| Elementary occupations                     | 1.            | R |
|  | 2.            | R |

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Per occupational level:

The first income level (1) = sum of the 5 highest salaries in that occupational level divided by 5.

The second income level (2) = sum of the 5 lowest salaries in that occupational level divided by 5.

**Income and Occupational Groups are defined in Regulation 6.**

**SEND TO?**

Employment Conditions Commission  
 c/o Employment Equity Registry  
 (Income Differentials)  
 The Department of Labour  
 Private Bag X117  
 Pretoria  
 0001  
 e-mail: [ee@labour.gov.za](mailto:ee@labour.gov.za)

**Section C: Income differentials by occupational level**

| Occupational level   | Income levels |   |
|--|---------------|---|
|  | 1.            | R |
| Top management   | 1.            | R |
|  | 2.            | R |
| Senior management  | 1.            | R |
|  | 2.            | R |
| Professionally qualified and experienced specialists and mid - management  | 1.            | R |
|  | 2.            | R |
| Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents | 1.            | R |
|  | 2.            | R |
| Semi-skilled and discretionary decision making   | 1.            | R |
|  | 2.            | R |
| Unskilled and defined decision making  | 1.            | R |
|  | 2.            | R |

**Section D: Total income differentials**

|                            | Income levels |   |
|----------------------------|---------------|---|
|                            | 1.            | R |
| All occupations and levels | 1.            | R |
|                            | 2.            | R |