



# Martin Goodrich & Associates Pty Ltd

**CLIENT  
ALERT**

## superannuation guarantee April 2009

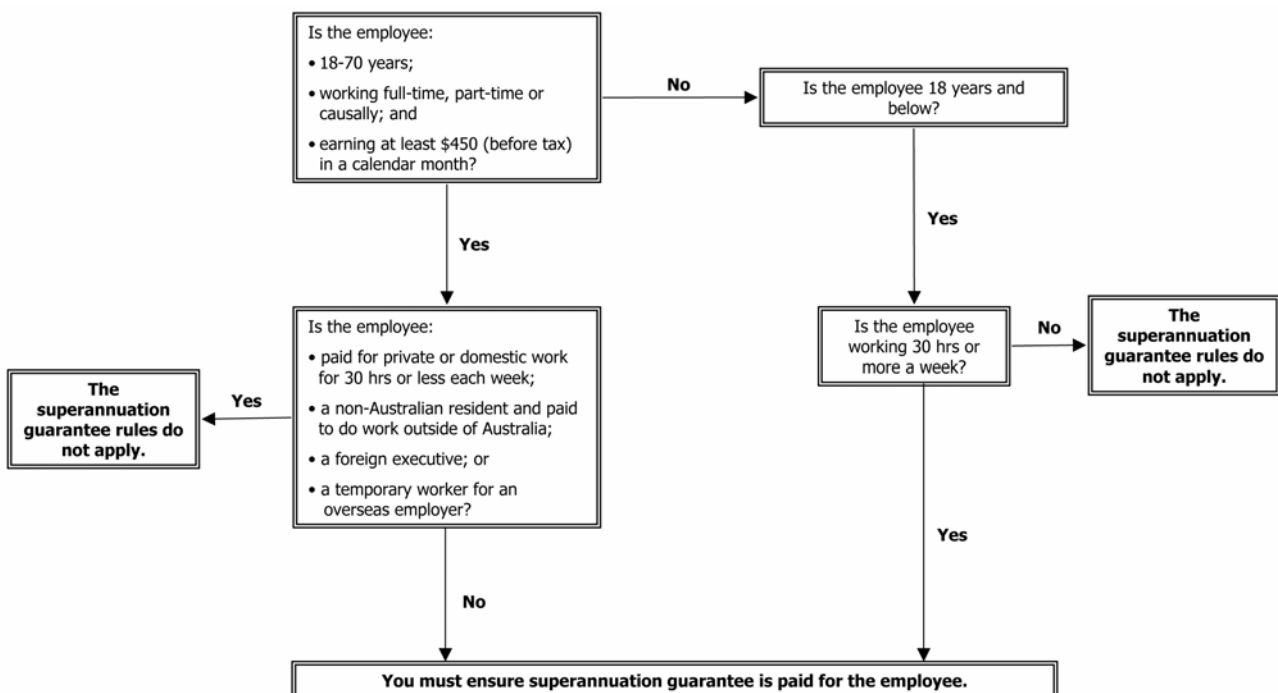
The superannuation guarantee scheme requires all employers to provide a minimum level of superannuation support for their employees. Currently, the prescribed minimum level of support is 9% of an employee's notional earnings base, which is generally the ordinary time earnings of the employee. Employers may also be liable to provide superannuation guarantee for contractors where a contract is wholly or principally for labour.

If employers provide less than the required minimum level of support, they will be liable to pay a non-deductible superannuation guarantee charge (SGC) and lodge an SGC statement. The SGC is calculated with reference to employees' salary or wages. In addition, if the employers do not provide the required level by the quarterly due dates, they are also liable for the SGC. The quarterly due dates are:

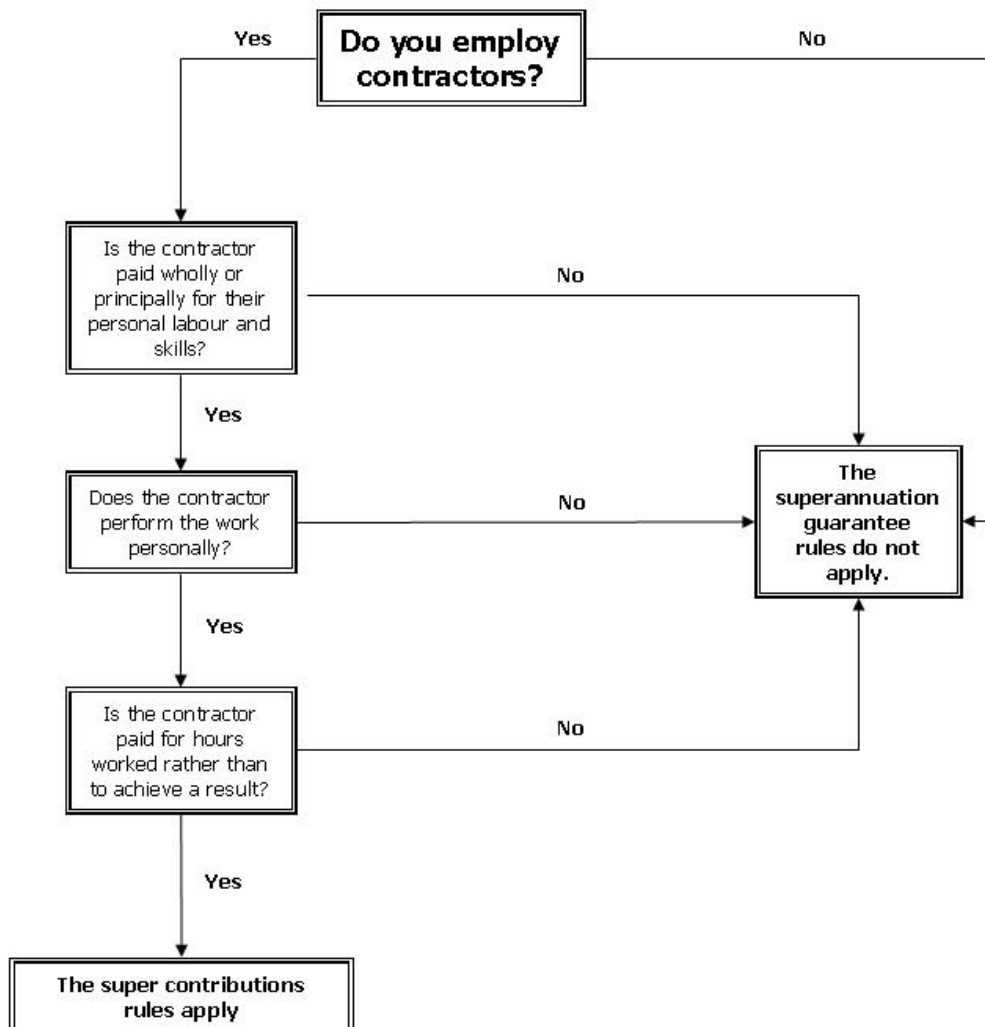
Quarter ended	Due date for contribution
30 September	28 October
31 December	28 January
31 March	28 April
30 June	28 July

The flowcharts below are intended to assist you in determining whether you are required to provide superannuation support for your employees and contractors.

### Superannuation Guarantee for Employees



# Superannuation Guarantee for Contractors



## Ordinary Time Earnings

The table below provides a general guide to whether common payments are included in ordinary time earning (OTE) for the purpose of calculating an employee's minimum superannuation support.

<b>Payment</b>	<b>OTE</b>
Occasional overtime under an award	No
Additional hours to award under an agreement	Yes
Additional hours in an agreement over an award's ordinary hours	Yes
Varied ordinary hours in an agreement which includes regularly worked overtime	Yes
Piece rates — no ordinary hours of work stipulated	Yes
Piece rates based on 'cents-per-kilometres' stipulated in award (e.g. long distance truck drivers)	Yes
Allowance (other than an expense allowance or an allowance that is a fringe benefit)	Yes
Expense allowance	No
Danger allowance	Yes
Retention allowance	Yes
Reimbursement of expenses (if fully expended)	No
Petty cash	No
Reimbursement of travel costs (eg calculated using the 'cents-per-kilometres' method)	No
Annual leave	Yes
Maternity leave	Yes
Jury duty leave	Yes
Release from work duties on full paid leave (eg at the direction of an employer)	Yes
Bonus received as a reward for services provided, irrespective if the bonus was for long hours worked by an employee	Yes
Accrued bonus received as a reward for services provided in respect of ordinary hours of work	Yes
Bonus labelled as ex-gratia but in respect of ordinary hours of work	Yes
Christmas bonus	No
Bonus for completing specific training	No
Discretionary incentive payment	Yes