



## employment & labour

Department:  
Employment and Labour  
REPUBLIC OF SOUTH AFRICA



06.07.2021

Dear Employer / Statutory Body / Bargaining Council / Council

**RE: UIF COVID19 TERS REFUND DETAILS**

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This communication is for all Employers, Statutory Bodies and Bargaining councils who made TERS refunds to the Unemployment Insurance Fund and failed to submit breakdown of refund per employee.

Breakdown of refund per employee is critical for:

- Reconciliation of payment made against payment disbursed to employee / payment returned per employee.
- Further, development to the online portal now allows Users to view refunds made to the UIF. However, to capture the refund received against specific employees requires further information from employers as to the breakdown of the refunds (per employee), that is, employer UIF reference, ID number of the affected employee/s, lockdown period, and the amount of refund for each affected employee.

Thus kindly complete attached refund template and email to [Dorothy.Boikhutso@labour.gov.za](mailto:Dorothy.Boikhutso@labour.gov.za) with subject line TERS REFUND per EMPLOYEE.

Regards

Unemployment Insurance Commissioner