



SIO's
new system
Taminat

Employer's guide to **updating wages**

Updating wages for a group of employees

02

Download the wages file

01 Updating wages for a group of employees

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Download the wages file

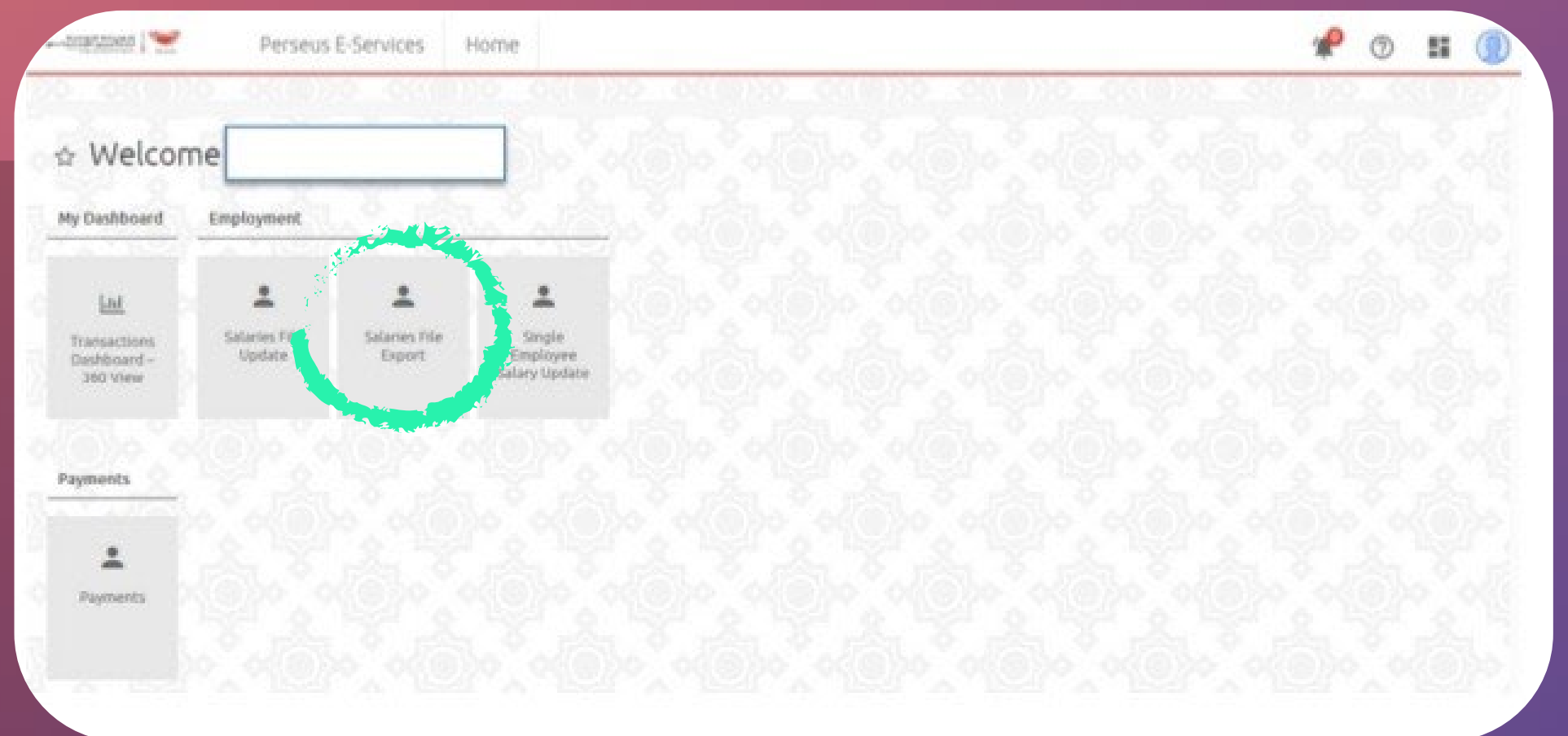
- This service allows the employer to download the details of the salary records of active employees. The employer will be able to choose the adjustment period (month and year), where the system will retrieve all active employees in that period, including wage details.
- The employer can download the file and save it to make any necessary changes. After applying all the required changes in the wage details, the employer will use the same file to upload it to the "Wage File Update" service.

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Log in to the electronic system,

To learn how to register, please see ([Employer's Guide to Accessing the New "Taminat" System](#))

Then click on "[Upload Wages File](#)"

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Choose the type of update, “Monthly or Yearly”, and the language “Bahraini” or “Non-Bahraini”, then select the required period, then press the “Search” button.

Salaries File Export

Salaries File Export

Name:

Role:

Identifier type:

Identifier value:

Type of update:

Period:

- If the update date is chosen in the month of January, this update will be considered annual, and subscriptions will be charged for it. However, if any update date other than January is chosen, it will be considered a monthly update for Bahrainis for “Tamkeen”, and subscriptions will not be charged for it. As for foreigners, it will be Calculating end-of-service gratuity contributions (indemnity) on the basic wage and social allowance.

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Perseus E-Services | Employment Services

Salaries File Export

Type of update: Monthly
Period: 08/2023

Search

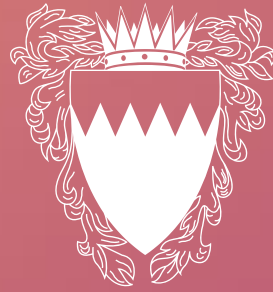
Export Table

Serial Number	Personal Number	Issued Name	Nationality	Total Previous Earnings	New Salary	New Social Allowance	New Housing Allowance	New Job Responsibility Allowance	New Telephone Allowance	New Supervisory Allowance	New Transportation Allowance
1			Expatriate	90	80	10	0	0	0	0	0
2			Expatriate	120	120	0	0	0	0	0	0

EXCEL

You will now be able to see the records of all unemployed people for the specified period

To download the file, click on the "Excel file" button



الهيئة العامة للتأمين الاجتماعي

Social Insurance Organization

For more information,
please contact the call center on

17000707

you can book an appointment via
skiplino for all our services.



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