



MINISTRY OF LABOUR, PUBLIC SERVICE  
& HUMAN RESOURCE DEVELOPMENT



March 22, 2010

GOSS/MLPS&HRD/J/5/21

TO: ALL NON GOVERNMENTAL ORGANIZATIONS AND PRIVATE SECTORS

Re: Advice on Accrual and remittance of Social Insurance Benefits

The office of the Director General of Pensions and Social Insurance is hereby writing to the entire beneficiaries and institutions mentioned above, regarding work benefits.

The Government of Southern Sudan (GOSS) has not established Social Insurance system to collect employee contribution benefits deducted from various institutions.

NGOs and private institutions are advised to deduct pension contribution of 8% from any employee signing employment contract agreement plus pension contribution of 17% from employer to make a total of 25% per an employee per month. It will be appropriate for an employer to open a bank account where pension contribution is remitted for safety, until it is repaid back to the employee when the contract of employment ends.

National staff working with NGOs and/or private sectors should be refunded all their accrued terminal benefits for definite (well-defined) and indefinite (unspecified) terms of employment contracts upon separation from employment.

Government applies pensionable service to classified employees who have been appointed on a long-term contract of nearly twenty years in accordance with age and qualifications, or else, termination is by resignation, death, dismissal and age limit. Benefits or gratuities are amounts payable to employees with short term period contracts.

In conclusion, all the NGOs and Private Institutions are advised to implement this policy as a matter of compliance with the Government policy, until further notice.

Best regards,

**Dr. Madhel Malek Agei,**  
Director General for Pensions and Social Insurance,  
Ministry of Labour, Public Service and Human Resource Development,  
Government of Southern Sudan, Juba

