

MAKERERE UNIVERSITY BUSINESS SCHOOL
ARUA REGIONAL CAMPUS
ACADEMIC YEAR 2026/2027 SEMESTER I
BACHELOR OF BUSINESS ADMINISTRATION (BBA)

PAYROLL AND PAYE NESTED IF FUNCTION

CASE STUDY ONE

As a new Payroll Master at **KIJANI Forest Company**, you have been asked to help in the payroll automation for the month of October 2026. You are expected to aid management in the computation of GROSS SALARY, PAYE, NSSF, NET SALARY and RETIREMENT. Use the sample data below to answer questions that follow.

Employees	Year of Joining	Basic Salary
MOSES KATAKA	2008	700,000
FATIAH ABAS	2011	800,000
DIANA CANDIRU	1990	300,000
PEACE MAKA	2008	500,000
FRED KAWOYA	2003	2,000,000
BRENDA KALA	2013	1,000,000
JOSEPHINE SANYU	1996	200,000
DIANA LANGI	2007	340,000
CHARLES OVOYA	2009	150,000
GILBERT GONDA	1997	1,400,000
MARY AYOT	2004	11,000,000
PAUL KATUNGI	2019	230,000

Note,

- a. Employees are entitled to Transport allowance as $\frac{1}{2}$ of their basic salary and housing allowance as $\frac{1}{4}$ of transport plus 10% of their basic salary.
- b. Gross salary is Basic salary plus all allowances.
- c. Employees contribute 5% of their gross salary towards NSSF and the Employer contributes 10% of employee's gross salary towards the same.

d. PAYE for employees is as follows

Chargeable Income	Rate of Tax (Shs Monthly)
0-335000	0 (Nil)
335,001-410,000	20% of the amount by which chargeable income exceeds 335,000
410,001-485,000	15000+25% of the amount by which chargeable income exceeds 410,000
485,001-10,000,000	33,750 + 30% of the amount by which chargeable income exceeds 485,000
Above 10,000,000	33750+30% of the amount by which chargeable income exceeds 485,000 plus (+) 10% of the amount by which chargeable income exceeds 10, 0000,000.

Required,

- Enter the table in excel sheet and name it December payroll .
- Compute the various allowances for each employee
- Determine gross salary for the employees.
- Determine NSSF and PAYE for the employees.
- Determine net Salary for the employees.
- Format the figures to Ugandan shillings with no decimal place.
- Sort the payroll in descending order according to basic salary.
- Staff who have served for more than 20 years should RETIRE and those below should CONTINUE serving the organization. (Use IF function).
- Using Count IF functions, count the number of staff who have served for more than 15 years
- Insert page numbers and current date.
- Represent employees, gross salary and net salary on a well labeled 3 D clustered column chart in a new sheet called salary chart.
- Save your work in your registration number and name in the created folder