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ANAF PRESS RELEASE – EXPECTED AMENDMENTS TO BE MADE TO FORM 088

In a press release issued by ANAF, the process to simplify form 088 by reducing the number of questions and eliminating the obligation to attach seven types of documents (document on headquarters, on second establishment, on fiscal domicile, labour contract, income certificate, bank statement and education/academic degree) continues.

Classification of management income into generic categories without specifying the amounts and facilitating declaration of insolvency situations emphasize the simplified character of revised form 088. Thus, if currently form 088 contains 20 questions and attachment of 11 types of documents, starting the 1st of July 2016, the form contains 13 questions, with only 4 types of documents attached.

According to the ANAF press release, information resulting from form 088 is only analysed in aggregate by using an automated digital algorithm, and the isolated assessment of a single criterion, such as education level, is irrelevant to granting a VAT code.

ANAF PRESS RELEASE – FORM 394 REVISED

ANAF has recently issued a press release related to the revision of form 394, with the possibility of testing by and communication on various technical aspects to ANAF representatives, by taxpayers.

The ANAF press release may be accessed at the following link (in Romanian):

https://static.anaf.ro/static/3/Anaf/20160603121121_cp-%20629-03.06.2016.pdf

Subsequent to testing form 394, taxpayers may request clarifications and feedback via the following e-mail address: admin.portal@mfinante.ro.

The press release recalls the fact that revised form 394, related to July 2016, should be submitted starting the 1st of August 2016, the main amendments being:

- Setting optional character of providing Personal Numeric Code (CNP), this only being mandatory if it is provided and collected;
- Introduction of exception according to which, by the 31st of December, only invoices with an individual value above RON 10,000 for delivery of goods/provision of services performed by individuals are declared;
- Introduction of specifications regarding the fact that information referring to deliveries/provisions and intra-community acquisitions declared on form 390, as well as imports/exports will no longer be declared on the form;
- Obligation to retroactively submit form 394 is eliminated.

The press release also specifies the most important reasons amendments to form 394 were made within the process of public consultation:

- To facilitate early identification of tax evasion;
- To reduce deadlines to process VAT returns with reimbursement option;

To reduce number of direct inspections performed by ANAF bodies.

Several significant differences brought by the revision of form 394 in comparison to the prior version are mentioned below:

- form 394 will also be submitted for fiscal periods where no VAT-related transactions occurred;
- transactions performed during the fiscal period will separately be reported according to each of the following criteria:



The new Form 394 is the most complex tax reporting from July 1, 2016

- o **entities registered under scope of VAT**
 - acquisitions will be reported separately for acquisitions made from entities applying VAT cash accounting scheme and for entities applying regular VAT system;
 - deliveries and acquisitions for which simplification measures (reverse taxation) are applied will be itemized by type of goods.
- o **entities not registered under scope of VAT**
 - deliveries are separately declared as either under regular or special regime, and then by VAT rate;
 - acquisitions are reported by type of acquisition document: invoice, acquisition sheet, contract;
 - invoices issued to individuals are distinctly declared. As exception, only invoices with values greater than RON 10,000 are reported until 31 December 2016. Invoices under RON 10,000 are cumulatively reported between regular deliveries and deliveries under special regime. All information will be itemized by VAT rate.
- o **taxable entities not established in Romania, which are established in another Member State, not registered and not obliged to register under the scope of VAT**
 - operations declared on form 390 are not declared on form 394
- o **taxable entities outside the European Union, not registered and not obliged to register under the scope of VAT**
 - imports and exports are not declared
- o **operations performed through fiscal electronic cash registers**
 - The following elements are reported:
 - monthly cash receipts made through fiscal electronic cash registers, with the exception of transactions where invoices were issued (which are reported in the above-mentioned sections). Even cash receipts performed through fiscal bills which meet the conditions of a simplified invoice, regardless of whether or not they have the VAT code of the beneficiary listed, will be declared. Cash receipts are reported for each fiscal electronic cash register, identified by its series and by VAT rate, and includes the number of fiscal bills issued.
 - monthly cash receipts performed from activities which are exempt from the obligation to use fiscal electronic cash registers.
- o **other information**
 - deliveries/acquisitions made with simplified invoices and acquisitions on fiscal bills which meet the conditions of a simplified invoice;
 - total number of invoices;
 - invoices issued by third parties/beneficiaries on behalf of entity submitting the form;
 - if VAT balance reimbursement is requested, then transactions will be detailed by transaction type/VAT rate, origin of VAT amounts, and specific identification of transaction type(s) which resulted in VAT reimbursement;
 - VAT deducted from invoices paid during reporting period by entities applying VAT cash accounting scheme – only filed by those applying regular VAT system.
 - Entities applying VAT cash accounting scheme will complete:
 - * VAT collected through invoices paid in cash;
 - * VAT deducted for paid invoices received from entities applying regular VAT system;
 - * VAT deducted for paid invoices received from entities applying VAT cash accounting scheme
 - * Entities applying special regime for tourism agencies and special regime for second-hand goods will also declare how they calculate margin: entries, releases, VAT base, VAT.
 - * Entities performing activities included on a specific list of NACE codes will separately report the value of deliveries and associated VAT for each NACE code. Activities subject to this requirement refer to manufacture of bakery and flour-based products, maintenance and repair of motor vehicles, retail



sale of automotive fuel, retail sale of flowers, plants and seeds, pet animals and pet food, taxi service, hotel and similar accommodation, tourist guest house, restaurants, bars, cleaning activities, fitness activities, hairdressing and other beauty treatment activities, funeral and related activities.

DECISION 449 dated 22 June 2016 to amend and complement Methodological Norms to apply provisions of Government Emergency Ordinance 111/2010 on parental leave and monthly compensation granted for raising a child, approved by Government Decision 52/2011 (Official Gazette 473/2016)

ORDER 1099 dated 23 June 2016 to approve Implementation Instructions for provisions of art. III para. (1) of Law 66/2016 to amend and complement Government Emergency Ordinance 111/2010 on parental leave and monthly compensation granted for raising a child (Official Gazette 473/2016)

Among the main amendments brought by Law 66/2016 and its implementation instructions we recall the following:

- ☑ starting the 1st of July, parents benefit from a unique period of parental leave until the child is 2 years old;
- ☑ monthly compensation will continue to be 85% of the average net income obtained during 12 months of the previous two years, but will have a lower limit of 85% of minimum income, no maximum limit being established;
- ☑ the insertion incentive is increased to RON 531.25/month at most;
- ☑ persons already on parental leave, raising children who are under 1 year old (or under 3 years old in case of disabled persons) or already receiving the insertion incentive, as well as on unpaid leave to raise a child under 2 years old, may change their option based on a request/application and documents proving suspension of obtaining taxable income for the remaining period until the child is 2 (or 3) years old;
- ☑ in order to extend period to receive the related rights, persons already on parental leave, raising children who are 1 year old and receiving the related monthly compensation, should submit a request/application (if they want) to extend parental leave through the date the child is 2 years old. This application should be submitted 30 days prior to the date when the child is 1 year old, but not before the 1st of July 2016;
- ☑ persons on unpaid leave or those receiving insertion incentives may submit a request/application for parental leave (if they want) by the 1st of August;
- ☑ for parents already on parental leave for raising a child aged up to 2 years, the change in monthly compensation will be made ex officio, starting with the rights related to June, based on documents used to grant this right.

PRESS RELEASE – GOVERNMENT OF ROMANIA – BUREAUCRACY SIMPLIFICATION MEASURES

The Government adopted, during the session held on Tuesday, the 28th of June, a set of measures aiming to simplify procedures and to reduce efforts made by citizens to obtain certain documents, as well as to consolidate the digitalisation process at the level of central public administration. This normative act was not published in the Official Gazette upon publication of our newsletter (Romanian version).

According to information available on the website of the Government of Romania, a majority of measures included in this set respond to suggestions received from citizens through an online platform for public consultation: maisimplu.gov.ro.

Through an Emergency Ordinance, the Government has introduced a series of new elements to reduce bureaucracy, to simplify and digitalise procedures to reduce the number of documents requested, respectively:

- ☑ Public institutions and special bodies of central public administration have the obligation to publish, ex officio, information and templates for forms or requests/applications related to all public services provided, in electronic format, both on their website and from a single electronic point of contact, www.edirect.e-guvernare.ro. Form versions are kept up-to-date and have a technical format permitting their download and editing in order to be completed electronically by the beneficiary.



**The new
regulations on
child-raising
allowance shall
take effect starting
July 1, 2016**





**“Cutting red tape”
- a theme taken
into account by the
authorities**

- ☑ Public institutions and special bodies of central public administration will also accept electronic copy of identity card, by providing an e-mail address, both on its website and on the electronic single point of contact. Within 30 days, public institutions have the obligation to communicate the e-mail address where copies may be sent. Notarized copies requested by institutions which provide public services will be personally presented to public servants, who will confirm that the copy is in accordance with the original document.
- ☑ Personal data requested in order to provide a public service, which are collected, held or managed by another authority or public institution are directly taken from the respective authority or institution if this is expressly requested by the beneficiary of the public service or if he/she gave his/her express consent.
- ☑ Public institutions and bodies of central public administration are obliged to specify on their own forms the time needed to prepare them and the reason for collecting information.
- ☑ The issuance of identity card, the issuance and extension of validity of identity cards for foreigners and the issuance of criminal records will be exempted from payment of judicial stamp tax. This decision was made taking into consideration the fact that the payment of such a reduced tax implies going to post offices or to the Police. When collecting the identity card or the passport, citizens will pay one tax, in one place. Judicial stamp taxes which remain in force will be paid through electronic means - payment order or cash - except the tax to issue ownership titles for land based on Law 18/1991, for taxes up to RON 50,000.
- ☑ Public authorities and institutions, other than those which are part of defence, public order and national security, will directly obtain criminal records from the Ministry of Internal Affairs (MAI), the citizen not being obliged to obtain their own criminal record, a case in which the issuance tax and judicial stamp tax are eliminated. Thus, any other public institution, except for those already provided by law, will electronically request from specialized units of the Ministry of Internal Affairs, based on written consent of the applicant, a copy of the criminal record of the person for which specific verifications are made. Specialized units of the Ministry of Internal Affairs will electronically provide the requested copies within 24 hours from when the request was received, and the person for which the specific verification is performed is exempted from payment of this public service.
- ☑ In order to simplify payment of taxes for passports, both taxes were merged so that they may be paid to the same bank account, which also facilitates online payment.
- ☑ Another measure refers to the obligation of public institutions to offer alternative measures to pay public services fees, if any, fines or taxes, by card, online or other payment system.
- ☑ In the case of traffic fines, the main difficulty signalled by a significant number of citizens is represented by the obligation to present proof of payment to police units. In order to eliminate this procedure, the normative act introduces the possibility to transmit proof of payment via e-mail, **and** to eliminate this obligation when the payment is made through electronic means. Thus, art. 28 of Government Ordinance 2/2001 on the legal regime of contraventions will be completed accordingly, facilitating payment through the National Electronic Payment System and other electronic payment means. To reduce risk of corruption when obtaining a driver's licence and considering cases presented by the media revealing risk to traffic safety on public roads, a monitoring and verification system during the driver's licence exam will be implemented. The theoretical exam will be video taped, and, for the practical section, an audio and video recording will be made.
- ☑ Regarding vehicle registration, the possibility to pay registration taxes to a single bank account will be introduced.
- ☑ The Memorandum accompanying the Ordinance to simplify bureaucracy also introduces principles necessary for the above-mentioned simplifications within public institutions. An important provision of the Memorandum is that traffic fines may be paid online through the Ghiseul.ro website.



ORDER 1863 dated 21 June 2016 to approve Procedure to reduce income quota for agricultural activities and to approve certain forms (Official Gazette 474/2016)

The Order approves Procedure to reduce income quota for agricultural activities.

According to this Procedure, individuals carrying out agricultural activities (individually or in association) benefit from a reduction of income quota, proportional to a loss recorded during the current financial year, as a result of adverse weather conditions that may be assimilated to natural disasters such as frost, ice storms, glazed frost, flooding, heavy rain, drought, as well as animal disease outbreak, if the following conditions are cumulatively fulfilled:

- net income is set based on income quotas;
- the loss affects more than 30% of the area designated for agricultural production or more than 30% of livestock, for each category of vegetables/agricultural product or animal category, provided by art. 105 para. (2) of the Fiscal Code, within a territorial administrative unit;
- the individual/association without legal status has submitted form 221, *Statement on agricultural income taxed on income quota*. On this form, taxpayers record the surface designated for agricultural production and livestock, without taking into consideration the loss recorded following the events provided by art. 106 para. (5) of the Fiscal Code. Ascertainment of damages and evaluation of losses are made, upon request of the individuals/associations without legal status, by a commission designated by an Order of the county prefect/Bucharest, according to provisions of art. 106 para. (6) of the Fiscal Code.

The template and content of the following forms are approved:

- Application to ascertain damages and to evaluate damages caused by natural calamities in the case of agricultural crops/livestock;
- Minutes to ascertain and evaluate damages;
- Application to reduce annual income obtained from agricultural activities, set based on income quota;
- Report on reduction of annual income obtained from agricultural activities, set based on income quota;
- Decision to reject application to reduce annual income obtained from agricultural activities, set based on income quota;

The Procedure describes the manner to apply and the phases that should be followed by those affected, in detail.

ORDER 135 dated 13 June 2016 to approve General Norms to prepare and use mandatory registers and forms specific to gambling activities, Specific Norms to complete and use mandatory registers and forms specific to gambling activities, as well as their templates, by type of gambling (Official Gazette 479/2016)

The Order approves mandatory templates and forms specific to gambling activities, as well as General Norms for preparation and use, as well as Specific Norms to complete and use mandatory registers and forms specific to gambling activities.

Provisions apply starting the 1st of July 2016.

ORDER 1850 dated 17 June 2016 to approve Procedure to register activity for wholesale distribution of and trade in alcoholic beverages and/or processed tobacco, as well as to approve template and content of certain forms (Official Gazette 471/2016)

ORDER 1849 dated 17 June 2016 to approve Procedure to register economic operators carrying out wholesale and retail trade in energy products – gasoline, diesel fuel, kerosene, liquefied petroleum gas and biofuel, as well as to approve template and content of certain forms (Official Gazette 474/2016)



In case of natural disasters income quota for agricultural activities may be reduced



ORDER 1659 dated 27 May 2016 to amend Appendix to ANAF Presidential Order 3631/2015 to approve territorial administration duties (Official Gazette 409/2016)

INFORMATION – Assessment of fiscal residence in Romania of individuals

Issues which support fiscal residence in Romania

The main issues which will be taken into account for determination of the fiscal residence of an individual in Romania are the following:

- the domicile in Romania;
- the permanent address in Romania of the individual, lodging which may be his/her property or rented, but remains at his/her disposal or at his/her family's disposal at all times;
- the centre of vital interest is located in Romania;
- the individual is present in Romania for one or several periods which exceed a total of 183 days during any period of 12 consecutive months which ends in the concerned calendar year.

Assessment of fiscal residence

The non resident individual must submit the following form to tax authorities: "Questionnaire to determine fiscal residence of individuals upon arrival in Romania," within 30 days after occurrence of the 183 days of stay in Romania.

The non resident individual will attach the following to the form:

- copy of unexpired passport and, for European Union citizens, copy of unexpired passport or unexpired national identity card;
- certificate of fiscal residence issued by the authority in charge of the State with whom Romania has concluded an agreement to avoid double taxation or another document issued by an authority other than tax authorities with attributions in the field of certification of fiscal residence as per domestic legislation of this State, in original or legalised copy, accompanied by an authorized translation in Romanian, the certificate/document being valid for the year/years for which it is issued;
- documents which prove the existence of lodgings for the individual in Romania, lodgings which may be his/her property or rented, but remains at his/her disposal or at his/her family's disposal at all times.

Tax authorities will assess whether residence conditions are met in correlation with the actual position of the individual, taking into consideration provisions of treaties to avoid double taxation and provisions of the Fiscal Code, if applicable, as well as the file submitted, and will establish whether the non resident individual keeps fiscal residence in the other State as per the treaty to avoid double taxation or will be a fiscal resident in Romania.

Within 30 days starting submission date of the form, tax authorities will notify the individual whether he/she is subject to full fiscal obligations in Romania or he/she will only be taxed on income obtained in Romania. In case of full fiscal obligations, the resident individual will be subject to income tax upon income, irrespective of its source, he/she obtains in Romania and outside Romania.

If applicable, in respect of the file submitted by the individual for assessment of his/her fiscal residence in Romania, if modifications occur vs. data disclosed in the notification issued by tax authorities, a new notification will be issued to cancel the former and to correct fiscal obligations of the individual in Romania considering new information provided.

Assessment of fiscal residence upon departure of individuals from Romania

In the scope of deregistering or maintaining evidence with tax authorities, the resident individual in Romania and the non resident individual must submit the "Questionnaire to determine fiscal residence of individuals upon departure from Romania" 30 days prior to his/her departure from Romania with tax authorities where the "Questionnaire to determine fiscal residence of individuals upon arrival in Romania" was submitted, if the person has not communicated his/her change of domicile/permanent address.

Tax authorities will assess whether residence conditions are met in relation to the actual position of the individual, taking into consideration provisions of treaties to avoid dou-



Do you know
the steps of
establishing tax
residency of
individuals in
Romania?



ble taxation and provisions of the Fiscal Code, if applicable, as well as the file submitted and any other document which may support assessment of the individual's fiscal residence as well as the certificate of fiscal residence issued by the authority in charge of the State with whom Romania has concluded an agreement to avoid double taxation or another document issued by an authority other than tax authorities with attributions in the field of certification of fiscal residence, and will establish whether the resident individual in Romania keeps his/her fiscal residence in Romania as per the treaty to avoid double taxation and provisions of the Fiscal Code, or will not be considered a fiscal resident in Romania.

Within 15 days starting the submission date of the form, tax authorities will notify the individual whether he/she continues to be fully subject to Romanian fiscal obligations or whether he/she will be deregistered or maintained in tax authority evidence. In case of full fiscal obligations, the resident individual continues to be subject to tax on income, irrespective of its source, he/she obtains in Romania and outside Romania.

If, further to submission of the form, the resident individual in Romania, with his/her domicile in Romania, provides proof of his/her change of residence in a State with whom Romania has concluded a treaty to avoid double taxation, he/she will attach to the above mentioned form the certificate of fiscal residence issued by the authority in charge of the State which considers him/her a fiscal resident or another document issued by an authority other than tax authorities with attributions in the field of certification of fiscal residence in order to apply provisions of the treaty. The resident individual in Romania, with his/her domicile in Romania, will continue to be considered a resident in Romania, having in Romania full fiscal obligations through the end of the calendar year when he/she provided proof of change of fiscal residence in another State with whom Romania has concluded a treaty to avoid double taxation.

The resident individual in Romania, with his/her domicile in Romania who departs to a State with which Romania has not concluded a treaty to avoid double taxation completes the form, "Questionnaire to determine fiscal residence of individuals upon departure from Romania" and continues to be subject to income tax, irrespective of its source, in Romania and abroad for the calendar year in which the individual departs from Romania as well as for the next 3 calendar years.

The non resident individual who was required to complete the form, "Questionnaire to determine fiscal residence of individuals upon arrival in Romania" and has obtained tax residence in Romania for a period of stay in Romania will only complete the form, "Questionnaire to determine fiscal residence of individuals upon departure from Romania," upon departure from Romania, and will not consider this proof of his/her change of fiscal residence in another State. This individual will be considered a fiscal resident in Romania until the end of the calendar year when he/she departs from Romania also having full fiscal obligations in Romania for this year.

A non resident individual who, during his/her stay in Romania, has proved he/she is tax resident in a State with which Romania has concluded a treaty to avoid double taxation and who had the obligation to complete the form, "Questionnaire to determine fiscal residence of individuals upon arrival in Romania" will complete the form, "Questionnaire to determine fiscal residence of individuals upon departure from Romania," upon departure from Romania.

Forms

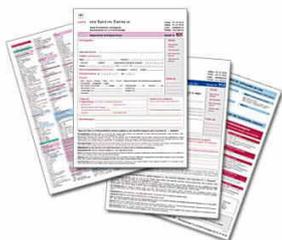
In summary, forms used for assessment of fiscal residence are the following:

1. "Questionnaire to determine fiscal residence of individuals upon arrival in Romania". This form is completed by individuals who arrive in Romania or who stay in Romania for one or several periods where the total length of time exceeds 183 days during any period of 12 consecutive months which ends in the calendar year. Completion of this form is not mandatory for foreigners with a diplomatic or consular status in Romania, foreigners who are civil servants or employed by an international and intergovernmental organization registered in Romania, foreigners who are civil servants or employed by a foreign State in Romania, or their family members in compliance with general regulations of international law or provisions of special agreements to which Romania is part.



**On leaving
Romania, do not
forget removal
from the evidence
of Romanian
authorities!**





2. "Questionnaire to determine the fiscal residence of individuals upon departure from Romania". This form is completed by resident individuals in Romania and by non resident individuals who are required to complete the above mentioned questionnaire when they leave Romania and will stay abroad for over 183 days within a calendar year. Filing this form is not mandatory for Romanian citizens who work abroad as civil servant or are employed abroad by the Romanian State.
3. "Notification regarding meeting conditions for fiscal residence as per provisions of articles 7 and 40 paragraph (2)-(6) of Law 571/2003 – Fiscal Code, with its further amendments and complements, or the Treaty to avoid double taxation concluded between Romania andfor individuals upon arrival in Romania and who stay more than 183 days".
4. " Notification regarding meeting conditions for fiscal residence as per the provisions of articles 7 and 40 paragraph (2)-(7) of Law 571/2003 – Fiscal Code, with its further amendments and complements, or the Treaty to avoid double taxation concluded between Romania andfor individuals upon departure from Romania and who stay abroad more than 183 days".

Submission of forms

Forms are submitted in paper format to the local tax authority office or sent by registered mail.

Legal basis: MFP Order 74/2012 to rule issues regarding fiscal residence of individuals in Romania, published in the Official Gazette 73 dated 30 January 2012.

REMINDER – Valuation of monetary items in foreign currency

The June closing NBR exchange rates to use for valuation of monetary items (cash on hand, receivables, payables) denominated in foreign currency, as well as receivables and payables denominated in RON but pegged to a foreign currency for collection/disbursement are:

1 EUR = 4.5210 RON; 1 CHF = 4.1572 RON; 1 GBP = 5.4634 RON; 1 USD = 4.0624 RON

JULY 2016 – AGENDA

Every day - do not forget

- To complete the petty cash register (or print electronic version)
- To complete the purchase ledger and sales ledger
- To update electronic employee registers with information regarding labour contract inception/amendment or termination, if any

At month end - do not forget

- To complete the journal ledger
- To register contracts concluded during the month for services rendered by non-residents with tax authorities as per article 8 point 8 of the Fiscal Code
- To revalue monetary assets and liabilities in foreign currency (cash on hand, assets, liabilities) at the NBR exchange rate in force on the last banking day of the month
- To organize a stock count of inventories if the enterprise does not use a perpetual inventory system
- To issue final invoices for the current month.

To comply with requirements regarding VAT

- Mention the registration code under the scope of VAT on documents for EU business partners
- Check validity of registration code under the scope of VAT mentioned on invoices received
- Check amount of VAT disclosed on invoices received
- Check references related to VAT (e.g.: "reverse charge," "operation not subject to VAT," etc...)
- On invoices, write VAT amount received in case of reverse charge
- Maintain ledger of goods received
- Maintain ledger of non-transfer of goods
- Maintain non-current assets ledger
- Mention which exchange rate will prevail (NBR, commercial bank or Central European Bank) in contracts with foreign partners

16 August is the deadline to submit the Interim Accounting Reporting as at 30 June 2016

July 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

To consult the calendar of tax liabilities for July 2016, visit the following link on ANAF webpage (in Romanian):

https://static.anaf.ro/static/10/Anaf/AsistentaContribuabili_r/Calendar/Calendar_obligatii_fiscale_2016.htm#iu1

KEY HR FIGURES

2016 Contributions	Employer and Beneficiary of activities considered dependent activities (% rate)	Employee and provider of dependent activities (% rate)
Social security contribution (<i>pension</i>)	15.8% for normal working conditions 20.8% for particular working conditions 25.8% for special working conditions (contribution base capped at an amount representing the average amount of insured persons during the month for which the contribution is determined as 5 times the average monthly gross salary) ¹	10.5% (contribution base per employee capped at 5 average monthly gross salaries according to Budget for public social insurance, i.e. $5 \times 2,681 = \text{RON } 13,405$) ¹ (contribution base for a person under civil contract: gross income)
Health insurance fund (based on gross salary)	5.2%	5.5%
Medical leave contribution and health insurance allowance (based on gross salary)	0.85%	
Unemployment fund (based on gross salary)	0.5%	0.5%
Work accident and occupational disease fund (based on gross salary) ²	0.15% - 0.85% depending on CAEN code for main activity	
Contribution to fund to guarantee payment of salary liabilities (based on gross salary) ³	0.25% (only for employees under labour contract included for retired persons)	
Salary tax		16%
Contribution for non-employment of disabled persons (for employers with more than 50 employees)	4 x 50% minimum gross salary for every 100 employees	
Minimum monthly gross salary	RON 1250 (starting 1 May 2016)	
Luncheon voucher - employee subject to salary starting May 2016	RON 9.57	
Per diem (in Romania) Employees in the public sector Employees in the private sector (x 2.5)	RON 17.00 RON 42.50	

Note 1: Contribution to pension is also due during periods when the insured person benefits from medical leave and health insurance allowances. For these periods, the contribution base is 35% of the average monthly gross salary corresponding to the number of business days of medical leave.

Note 2: Contribution for work accident and occupational disease is also due during periods when the insured person benefits from medical leave and health insurance allowances. For these periods, the contribution base is the minimum gross salary where payment is guaranteed on a national basis corresponding to the number of business days of medical leave.

Note 3: The contribution to Fund to guarantee payment of salary liabilities is also to be calculated for health insurance allowances but only in respect of the first 5 days of temporary incapacity to work supported by the employer as well as for allowances for temporary incapacity to work further to a work accident or occupational disease but only in respect of the first 3 days of temporary incapacity of work supported by the employer.

Be Aware! Income paid to a person who carried out an activity considered dependent activity is disclosed on a separate "Payment statement" and is included on form 112.

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Our Mission:

Adding Value to Client's Business

APEX Team includes qualified professionals able to provide a full range of accounting and payroll services. Our consultants are ready to share their knowledge and experience gained whilst working in Romania as consultants for one of the Big 4 international companies, having many international companies acting in a wide range of industries as clients.

The team includes chartered accountants (Romanian Chartered Accountants Body and also ACCA) specialised in accounting for business entities, as well as a group specialised in payroll administration on behalf of the client.

APEX Team provides a full range of accounting services, payroll services, local tax compliance and tax advice, as well as services tailored to your company needs:

- Bookkeeping*
- Recurring accounting assistance*
- Payroll computation and additional HR services*
- Accounting and tax advice « on line »*
- Consulting and assistance in drafting transfer price files*
- Start up services*
- Organization of the accounting function*
- Assistance in implementation of ERP*
- Training*