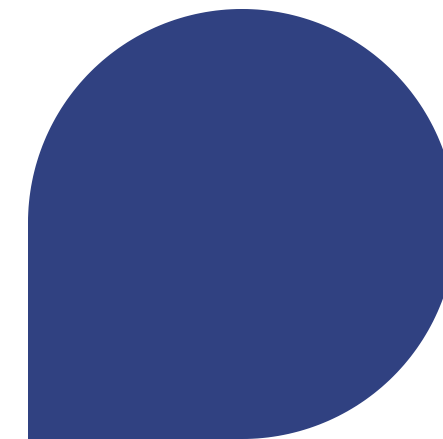


# Payroll Guidelines for 2025

Comprehensive insights on minimum wage, cost of living adjustments, and vacation leave entitlements for employees starting January 1<sup>st</sup>, 2025.



# Minimum Wage 2025

Overview of Upcoming Changes

- **Upcoming Minimum Wage Increase**

The minimum wage is set to increase by €13.54 to €218.78 per week as from 1<sup>st</sup> January 2025.

- **2025 COLA Rate**

For the year 2025, the COLA is set at €5.24 per week, reflecting adjustments made to account for changes in living costs.

## I LEAVE POLICY

# Vacation Leave Entitlement

### Annual Leave Policy

- Employees are entitled to 24 days of annual leave per year.
- Public holiday adjustments for 2025 with 4 public holidays which fall on the weekend, will result in employees being entitled to an additional 4 days of leave, bringing the total leave allocation to 28 days of leave.
- Part-time employees are entitled to vacation leave pro-rata to the average hours worked in the previous quarter.
- A maximum of 12 days from such vacation leave may be used for Shutdowns and Bridge Holidays. This shall be communicated to all the employees by the end of January of each calendar year.



## Vacation Leave Entitlement ~ Continued

### Annual Leave Policy

- It is only possible to carry forward up to 50% of the annual leave entitlement to the following year if there is an agreement with the employer. Such vacation leave carried forward from the previous year shall be utilised first and may not be carried forward again.
- Vacation leave starts to accumulate as from commencement of employment. It can be availed of only in agreement between the employer and the employee.
- Once leave from the annual leave entitlement of the employee has been agreed to by the employer and the employee, such leave cannot be cancelled unilaterally but can only be cancelled if both the employer and the employee are in agreement.
- By mutual agreement with the employer, leave can be taken in hours. Otherwise, if there is no agreement between the employer and the employee, leave must be availed of as a whole day.



I TAX BRACKETS

# Single Rates Tax Brackets

Understanding Tax Rates for Different Income Levels

From	To	Tax Rate	Deduction
0	12,000	0%	0
12,001	16,000	15%	1,800
16,001	60,000	25%	3,400
60,001	and over	35%	9,400

I TAX BRACKETS

# Married Rates Tax Brackets

Understanding Tax Rates for Different Income Levels

From	To	Tax Rate	Deduction
0	15,000	0%	0
15,001	23,000	15%	2,250
23,001	60,000	25%	4,550
60,001	and over	35%	10,550

I TAX BRACKETS

# Parent Rates Tax Brackets

Understanding Tax Rates for Different Income Levels

From	To	Tax Rate	Deduction
0	13,000	0%	0
13,001	17,500	15%	1,950
17,501	60,000	25%	3,700
60,001	and over	35%	9,700

# About Tri-Mer Services

Your Partner for Business and Personal Services in Malta

01

## Who We Are

Tri-Mer Group is dedicated to assisting both local and international clients in establishing, relocating, or expanding their personal and business affairs in Malta.

04

## Works Everywhere

We specialize in various fields including Corporate Services for business setups and tax-efficient structures, Audit & Accountancy with high technical standards, and tailored Trust Services regulated by the MFSA.

02

## Tri-Mer Services Ltd

Established in 2005, Tri-Mer Services Ltd. is licensed by the Malta Financial Services Authority under the Trust and Trustees Act. We pride ourselves on honesty, efficiency, and personalized

05

## Global Support

Through our partnership with BKR International, we provide crossborder solutions that meet the diverse needs of our global clientele, facilitating seamless international operations.

03

## Tri-Mer Audit Ltd.

Our subsidiary, Tri-Mer Audit Ltd., comprises experienced accountants and auditors committed to delivering ethical and professional services, ensuring compliance and quality.



# Why Choose Tri-Mer for Payroll Management?

Comprehensive Understanding of Malta's Payroll and Tax Laws



## Expertise in Malta's Payroll Regulations

Our team has in-depth expertise in navigating the complexities of Malta's payroll regulations, ensuring that all processes comply with legal standards.

01



## Extensive Knowledge of Tax Laws

We are well-versed in the intricacies of Malta's tax laws, providing clients with accurate information and insights that impact payroll processing and tax obligations.

02



## Commitment to Staying Updated

We continuously monitor changes in payroll regulations and tax laws, allowing us to maintain compliance and provide our clients with the most current and reliable payroll services.

03



## Technology-Driven Approach

Our team makes use of advanced payroll software enabling enhanced accuracy, efficiency, and security in payroll processing

04



Independent  
Member of | **BKR**  
INTERNATIONAL

**For any additional questions or further clarification, please do not hesitate to contact us:**



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