

Spain – Payroll, Tax & Social Security Compliance | 3 Day TOC

This 3-day programme is aligned with the applicable labour laws, tax statutes, social security regulations and guidance issued by the competent authorities in the respective jurisdiction. Content is compliance-focused and intended for payroll, HR, finance and audit professionals.

Day 1 – Legal Framework & Payroll Foundations

- Overview of employment and payroll legal framework
- Key labour, tax and social security statutes
- Regulatory authorities and employer registration requirements
- Employment classifications and working time concepts
- Payroll compliance lifecycle and risk areas

Day 2 – Taxes, Social Security & Statutory Benefits

- Salary components and taxable vs exempt treatment
- Employee and employer tax withholding obligations
- Social security / pension contribution structure
- Statutory leave and benefits (sickness, maternity, parental)
- Interaction between payroll and benefit authorities

Day 3 – Filings, Compliance & Audit Readiness

- Monthly and annual statutory filings and declarations
- Termination processing and final settlements
- Penalties, inspections and enforcement mechanisms
- Record retention and documentation standards
- Recent reforms and compliance update monitoring