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**NATIONAL STANDARD OF THE
PEOPLE'S REPUBLIC OF CHINA**

GB/T 34277-2017

**Management specification on declaration and payment of social
insurance**

社会保险费申报缴纳管理规范

(English Translation)

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Table of Contents

Preface	
1 Scope	
2 Normative references	
3 Terms and definitions	
4 Social insurance declaration	
4.1 Declaration publicity	
4.2 Declaration of the main body	
4.3 Declaration requirements	
4.4 Reporting methods	
4.5 Declaration admissibility	
5 Social insurance approved	
5.1 Social Insurance Payment Base Verification	
5.2 Work injury insurance rates approved	
6 Social insurance payment	
6.1 Payment methods	
6.2 Payment requirements	
6.3 Payment Management	
7 Failure to pay social insurance premiums in full and on time	
Appendix A (Informative) Social Insurance Reimbursement deadline	
Appendix B (informative) business, please check the employer's deposit account letter	
Appendix C (informative) to pay the application for social insurance premiums	
Appendix D (informative) Notice of payment of social insurance	
Appendix E (informative) Decision on the payment of outstanding contributions to social insurance	
Appendix F (informative) Assist in the allocation of non-payment of social insurance premiums	
Appendix G (Informative) Deferred payment of social insurance agreement	
References	

Foreword

This standard was drafted in accordance with the rules given in GB/T 1.1-2009.

This standard is proposed by the Ministry of Human Resources and Social Security of the

People's Republic of China.

This standard by the National Social Security Standardization Technical Committee (SAC/TC474) centralized.

1 Scope

This standard specifies the social insurance premiums declared, approved, paid and not fully paid social security premiums on time management requirements.

This standard applies to social insurance agencies handling the management of employing units and individuals reporting and paying social insurance premiums.

2 Normative references

The following documents for the application of this document is essential. For dated references, only the dated version applies to this edition file. For undated references, the latest edition (including all amendments) applies to this document.

GB/T 27768 General rules of social insurance service GB/T 31596.1 social insurance terms - Part 1. General

3 Terms and definitions

GB/T 27768 and GB/T 31596.1 as defined in the following terms and definitions apply to this document.

Social insurance contributions annual Social insurance co-ordinating areas in accordance with the provisions of the social insurance premiums 12 months payment cycle.

Social insurance contribution declaration the employer or individual shall declare the payment of social insurance premiums to the social insurance agency within the prescribed time limit.

Social insurance approved socialinsurancecontributionscheckandratification Social insurance agencies according to law approved by employers and individuals should pay the social insurance premium activities.

Social insurance contributions the employer or individual shall pay the social insurance premium in full to the social insurance agency within the prescribed time limit.

4.1 Declaration publicity

The social insurance agency shall publicize the relevant matters declared by the employer for paying social insurance premiums in the form of documents, notices and announcements.

4.2 Declaration of the main

The main body of social insurance declaration is established within the territory of the People's Republic of China or approved by the relevant departments set up by the social security agencies Recorded in the employing units of enterprises, government agencies and public institutions, social groups and non-governmental enterprises, and voluntarily participating in social insurance according to law and paying social services as required Individuals who will be insured.