

Understanding Your Payslip

An 8 digit number unique to each employee. This number should always be quoted when contacting HR with pay enquiries. If more than one job there will be a separate unique 8 digit number for your other job.

Date Payment is credited to your bank account

Your current tax code, e.g 1060L which determines the amount of tax you pay. For example in this case the employee would be entitled to earn £10,609 before paying tax.

Also known as PAYE reference and should be quoted when corresponding with HMRC

13.08.2015 14:50:29 Glasgow City Council - Interim Payslip				Glasgow Shared Service Centre 20 India Street Glasgow G2 4PF			
Name MS A Person				Pay Date 04.08.2015			
Tax Code	Tax Period	Tax Reference	Tax District	Tax Office Phone Number	NI Number	Personnel Area	
1060L 0	05	961/SZ59728	CENTRE 1		AB123456C	Social work /	
01	00000000	Residential worker (Night)					
ALLOWANCES				DEDUCTIONS			
Description	Units	Rate	Amount	Description	Amount	Balance	
Core Pay			1978.86	Tax Paid	449.00		
NSWPH Non Core			516.40	Employee NIC	278.44		
WCD Non Core			35.18	Scot West CU Ded	550.00		
Hol Pay OT Pen			20.90	Unison	19.68		
Hol Pay OT			117.02	LGPS SUP EE 6.5%	182.20		
*Overtime x 1.5	21.00	16.7837	352.47				
*Overtime x 1.5	9.00	16.7837	226.59				
TOTAL ALLOWANCES			3247.42	TOTAL DEDUCTIONS		1479.32	
This Period		Gross Pay	3247.42	Taxable Pay		Tax	Pension
To Date		13369.18	13369.18	12518.94		1683.60	850.24
Main Bank	000000	BANK OF SCOTLAND PLC				Net Pay	1,768.10
Other Bank							

Pension is amount deducted before tax is calculated. Percentage is determined on Annual Salary as at 31st March.

Total payments minus total deductions i.e. payment amount.

Type of pay received excluding any overtime etc basic pay is determined by your contract of employment

Overtime hours that have been worked from January 2015 onwards will now receive an element of HolidayPay calculated by applying 8.3% to the value of the overtime payment claimed and paid in the same period as the claim.

Holiday pay for part timers worked from January 2015 onwards when hours worked are less than 35 or 37 hours (dependent on the work schedule full time hours) are pensionable. The payment is calculated by applying 8.3% to the value of the overtime payment claimed and paid in the same period as the claim.

Non Standard Working Payment. Non core payment takes into account weekend working, shifts, standby etc.

Overtime rate of pay i.e. time and a half.

Working Context and Demand payment. Non core payment for working in difficult or distressing situations.

The number of relevant hours that have been paid.

The rate paid for the hour, duty etc.