

1. Dr John Napier
1 Bones Road
Craiglockhart
Edinburgh
EH1

PRIVATE AND CONFIDENTIAL

Payroll Name	Monthly	Paydate	28/01/2020	6.
Employee Name	John Napier	Tax Period	10	7.
Employee Number	40012345	Tax Code	S1250L / 0	8.
		N.I. Code	A	9.
Annual Salary	University Assistant: 22,417.00			
	4.	5.		

Payments 10.	Deductions 11.	This Period 12.
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Description	U/T	Rate	Cash
Basic Pay			1,868.09

Description	Cash
Tax	153.09
NI - A	137.89
Lothian Pension Fund 2015	51.37
Student Loans	26.00

Description	Cash
Taxable Payments	1816.72
Employer's NI - A	158.57
Pensionable Pay	1868.09
Lothian Pension Fund	5.50%
2015 50-50 - EE	
Lothian Pension Fund	20.40%
2015 50-50 - ER	

Year-to-date 15.

Tax Paid YTD	1,394.32
NI Paid YTD - A	1,318.68
Taxable Pay YTD	17,481.91
Niable Pay YTD	18,179.04

Payments 13.	1,868.09	Deductions 14.	368.35
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NET PAY 16.	1,499.74
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Paid By	BACS
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Explanation of Each Point on the Payslip

1.	Address	Employee's home address
2.	Employee Name	Employee's personal name (as per their passport)
3.	Employee Number	Personal payroll number allocated to each member of staff
4.	Job Title	Employee's role within the university
5.	Annual Salary	Employee's annual salary (does not include contract overtime, shift allowance, flexible payments etc.)
6.	Pay date	Date employee is paid. Usually 28 th of the month, unless the 28 th falls on a weekend or bank holiday
7.	Tax Period	Tax month number. Numbered 1-12 through the tax year (April-March)
8.	Tax Code/Basis	Tax code we have been provided with from P45/HMRC S – Scottish tax payer 1250 –Personal allowance L/M/N – refers to your tax situation
9.	NI Code	M – employees 16 to 21 A – employee's over 21 to retirement age (66+) C – over retirement age
10.	Payments	List of Basic Pay and any other additional payments e.g. Overtime, Additional Hours, overtime, shift allowance etc.)
11.	Deductions	List of statutory and voluntary deductions for the current pay period
12.	This period	Details the current month's balances for Employee's earnings - Taxable Pay (Gross Pay – Pensions Conts – Salary Sacrifices), Employer's NI Contribution, Pensionable Pay, Employee and Employer's Pension Contribution
13.	Payments	Total of all payments and allowances
14.	Deductions	Total of all deductions
15.	Year-to-date	Details year-to-date (tax year) balances for Employee's earnings - Taxable Pay, Tax Paid, National Insurance Conts, Pension Conts
16.	Net Pay	Details take home pay - payments minus deductions.