

# PAYSLIP

GENERAL INFORMATION		
1	Company name	
2	Payroll cycle	
3	Employee's full name	
4	Employee code	
5	Department	
INFORMATION FOR PAYROLL		
1	Contract Salary	
2	Standard Days /this month)	
3	Paid Days	
4	Total OT Hours Last month	
5	Total OT Pay Current month	
6	Number of dependents	
7	Personal & Dependent Deduction	
I/TAXABLE PAYMENTS		
1	Paid Salary this month	
2	Phone Allowance	
3	Covid Support	
4	Salary 13th	
5	Bonus	
6	Other Payment	
7	Taxable OT Payment	
II/NON-TAXABLE PAYMENTS		
1	Severance Allowance	
2	Non-Taxable Adjustment	
3	Non-Taxable OT payment	
4	Total Non-Taxable	
III/EMPLOYEE'S CONTRIBUTION		
1	Social Insurance	
2	Medical Insurance	
3	Unemployment Insurance	
4	Trade Union 1%	
5	Personal Income Tax	
IV/ OTHER PAYMENT		
1	PIT refund 2021	
PAID TO EMPLOYEE ACCOUNT		
1	Paid to Employee Account	