

Employee-wise Salary Payment Register

For the Month of June 2024

Sl. No.	Employee Name	Emp. Code	Designation	Department	Basic Salary	Allowance	Deductions	Net Payable	Paid On	Signature
1	Rahul Sharma	E1001	Accountant	Finance	42,000	6,000	2,500	45,500	30-06-2024	
2	Sneha Patel	E1002	Developer	IT	58,000	7,500	3,200	62,300	30-06-2024	
3	Ajay Kumar	E1003	Designer	Creative	37,000	5,500	2,000	40,500	30-06-2024	
4	Meera Joshi	E1004	HR Executive	HR	33,000	5,000	1,800	36,200	30-06-2024	
5	Amit Verma	E1005	Support Staff	Admin	20,000	2,500	900	21,600	30-06-2024	

Important Notes:

- This register must be maintained month-wise and updated regularly.
- All payment details must be checked, verified, and signed by the employee.
- Net payable amount reflects salary after all deductions.
- Retain the register for statutory compliance and audit purposes.
- Any correction in records should be authenticated by the authorized person.