

# Detailed Salary Arrears Adjustment Register

Department: Finance & Accounts  
Month: June 2024  
Date Prepared: 25 June 2024

S. NO.	EMPLOYEE NAME	EMPLOYEE ID	DESIGNATION	MONTH(S) OF ARREAR	BASIC PAY (₹,')	DA (₹,')	OTHER ALLOWANCES (₹,')	TOTAL ARREAR (₹,')	DEDUCTIONS (₹,')	NET PAYABLE (₹,')	REMARKS
1	Amit Kumar	EMP0112	Accountant	Apr, May 2024	8,000	2,400	1,200	11,600	560	11,040	Promotion Revision
2	Priya Singh	EMP0237	Sr. Clerk	May 2024	6,500	1,950	900	9,350	400	8,950	Late Payment
3	Karan Mehta	EMP0359	Assistant	Mar, Apr 2024	7,200	2,160	1,050	10,410	580	9,830	Increment Adjustment
4	Sunita Rao	EMP0402	Jr. Accountant	April 2024	5,800	1,740	800	8,340	320	8,020	Correction in Salary

Important Notes:

- This register reflects all arrear adjustments made in the specified period for relevant employees.
- All figures are given in Indian Rupees (₹,') and are subject to applicable statutory deductions.
- Proper approvals and documentation should be maintained for every adjustment recorded.
- The register must be verified and signed by the authorized personnel in charge of payroll.
- Any disputes or queries must be addressed within 30 days of issuance of this document.