

Department-wise Payroll Summary

Organization: ABC Corporation

Payroll Month: June 2024

Date Generated: 14 June 2024

Summary Table

Department	No. of Employees	Basic Salary	Allowances	Deductions	Net Pay
Human Resources	12	₹1240,000	₹136,000	₹118,000	₹1258,000
Finance	10	₹1310,000	₹141,000	₹125,000	₹1326,000
Sales	22	₹1510,000	₹1110,000	₹152,000	₹1568,000
IT	14	₹1430,000	₹156,000	₹121,000	₹1465,000
Total	58	₹1,490,000	₹1243,000	₹116,000	₹1,617,000

Important Notes

- This summary provides department-wise payroll figures for internal review and budgeting.
- Figures include both full-time and part-time employees, as applicable to each department.
- Allowances and deductions are based on company HR and finance policies for the current month.
- Double-check figures against departmental attendance and HR records before final approval.
- This document is confidential and intended for internal management use only.