

Weekly Payroll Register

Company: ABC Manufacturing Ltd.

Payroll Week: June 9 - June 15, 2024

Department: Production

Employee ID	Name	Position	Days Worked	Hours Worked	Basic Pay	Overtime	Deductions	Net Pay	Signature
1001	James Lee	Machine Operator	6	48	â,±5,000	â,±500	â,±300	â,±5,200	
1002	Maria Santos	Packer	5	40	â,±4,200	â,±0	â,±200	â,±4,000	
1003	Alan Cruz	Supervisor	6	48	â,±6,500	â,±900	â,±500	â,±6,900	
1004	Grace Tan	Quality Checker	6	48	â,±5,200	â,±400	â,±250	â,±5,350	

Important Notes:

- This register serves as an official record of employee payments for the specified week.
- Ensure all entries, especially hours, deductions, and net pay, are verified and accurate.
- Employee signatures confirm receipt and acknowledgment of payment details.
- Keep this register securely filed for audit and compliance purposes.