

From an employer's viewpoint, however, the deductions

Have to be made systematically

Payroll is prepared weekly, fortnightly or monthly, the worker is paid on the basis of this wage. Some workers are concerned as per time.

PAYSLIP

This is a self of paper included with a worker's salary payment that records how much money the person has earned and how much tax or insurance etc. has been taken out.

Features of the payslip

1. The total monthly pay with no deduction taken in the state have based on the employee's total income
2. The national insurance contribution
3. The Pension Scheme contribution.

IMPORTANCE of a PAYSIP

1. It is a record document that may be used in future as reference especially when seeking new jobs as most employers seek an employees payslip

Voucher

This is a written record of expenditure disbursement or complete transaction

Classes of Cash Voucher

Cash vouchers are documentary evidence of cash receipts and payment cash voucher can be classified into two types

1. Debit vouchers
2. Credit vouchers

Uses of Vouchers

1. Payment voucher: is used to record direct payment to supplier of goods purchased or to pay for services rendered
2. Cash Advance voucher: It is used for money given to officers before they carry out official purchases on behalf of service.

IMPRESS

In this B1S ad the st... This ad should be extended... must be... the term... one m... received... Cash... settle... a ba... Cas

a. IT
b. IT
C. IT