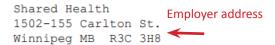
## How to read your pay statement

With the introduction of our new payroll system, the format of our pay statements has changed. This new format provides some additional information and also reflects the "language" of the new system. This sample pay statement explains the various information fields. Your new pay statement is not limited to one page. Please read both sides of this sheet to view the entire pay statement.



## Person ID # (your new employee ID #)

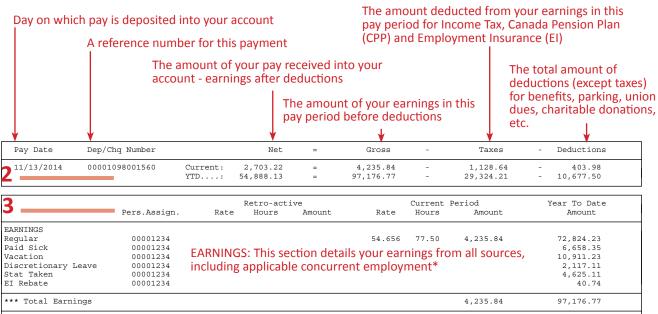
000001234

**SAMPLE** 

Pay Type.... Regular payroll
Pay Period.. 10/24/2014 - 11/06/2014
Pay Freq.... 01 WRHA - Bi-Weekly
Main Pers.No 00001234
Person ID... 1234

LastName, FirstName
123 Anywhere Street
Winnipeg MB ROR ORO

Your name and address



Paid Sick 00 Vacation 00 Discretionary Leave 00 Stat Taken 00	,,,,,	54.656 77.50 EARNINGS: This section details your earnings from including applicable concurrent employment*	all sources,	72,824.23 6,658.35 10,911.23 2,117.11 4,625.11 40.74
*** Total Earnings			4,235.84	97,176.77
Income tax/non-per. 00 CPP Employee Contribution 00	0001234	STATUTORY DEDUCTIONS: This section details deductions made from your earnings as required by law	1,128.64	25,316.92 668.11 2,425.50 913.68
*** Total Statutory Deductio	ons		1,128.64	29,324.21
HEB Dental plan EE 00 HEB Health EE 00	0001234 0001234	EMPLOYEE DEDUCTIONS: This section details othe from your earnings such as your health and dental tions, union dues, pension contributions, etc.		800.00 476.60 417.30 8,983.60
*** Total Other Deductions			403.98	10,677.50
MB/Workers Comp. premiums 00 HEB Dental ER Contr. 00 HEB Health ER 00 HEB Pension ER 00 Disability and Rehab ER 00 Emp Assist Plan ER 00 AD&D - HEBP ER 00 Group Life Basic - ER 00 ADD HEB ER PST 00	0001234 0001234 0001234 0001234	EMPLOYER CONTRIBUTIONS: This section details the amounts contributed by yo employer on your behalf to statutory deductions, Manitoba Workers' Compensation, and benefits such as health and dental plans	47.53  403.98 97.42  1.42 7.34 0.11 0.59	2,425.50 1,172.22 1,090.41 476.60 417.30 8,983.75 2,233.99 33.95 32.69 168.95 2.54 13.57
*** Total ER CPP/QPP, EI & B	Benefits		558.39	17,051.47

Absence Quotas	Pers.Assign.	Entitl Begin Date	End Date	Accrued Hrs	Taken Hrs	Paid-Out	Remaining
Stat Bank	00001234	04/13/2012	12/31/9999	224.75000	224.75000	0.00000	0.00000
Vacation	00001234	04/01/2014	12/31/9999	193.75000	115.65410	0.00000	78.09590
Jacation Jacation	00001234	04/01/2013	12/31/9999	193.75000	193.75000	0.00000	0.00000
Discretionary Leave	00001234	04/01/2014	03/31/2015	38.75000	38.75000	0.00000	0.00000

1 Pay Type: Identifies whether this is regular payroll or other
Pay Period: Timeframe for which you are being paid in this deposit

Pay Freq: Pay frequency – regular payroll is bi-weekly

Main Pers. No: The Main Personnel Number is the number for your main assignment (position).

Person ID: Person Number is an identifier unique to you in the new SAP system. This is the equivalent of your

former employee ID number.

2 Retro-active: Adjustments to update or correct activity that occurred in prior pay periods
Current: Information about amounts pertaining to the pay period of the pay statement

Year to Date: Information about amounts from the beginning of the 1st pay period that ends in the current year.

Pers. Assign. If you have more than one job within the WRHA, this will show you which earnings are attached to

each position

Retro-active: Adjustments to paid hours and earnings from prior pay periods
Rate: If any retro pay is included, this is the rate at which it is paid out

Hours: The number of hours for which retro pay is paid Amount: The total amount of retro pay before deductions

Current Period: The pay period for this statement (See upper right corner of statement for pay period dates)

Rate: The rate at which your salary or hourly wage is paid
Hours: The hours for which you are being paid on this deposit
Amount: The total amount of pay (hours x rate) before deductions

Year to Date Amount: Amount of each line from January 1 until now

⚠ Absence/Attendance Quotas: Your accruals for paid absences and your banked overtime, STAT bank, etc.

EntitlementBegin The earliest date the quota can be used
Date: EntitlementEnd The latest date the quota can be used

Date: Accrued Hours: What you have earned that is available to take within the entitlement period

Taken Hours: The amount of time you have taken within the entitlement period

Paid Out: Hours that have been paid out

Remaining: As of the date of the pay statement, the amount of time that is available for you to take

within the entitlement period

Future Absence Quotas: Vacation accrued in the current vacation year to be taken in the following vacation

year. This will increase each pay period based on your vacation entitlement and

worked hours.

<sup>\*</sup>NOTE: If you have concurrent employment within a single legal entity all pay, deductions and accruals within this legal entity will be detailed on a single pay statement. Separate legal entities will have separate pay statements.