



# Isle of Man Earnings Survey 2007

Economic Affairs Division  
Treasury

## **ISLE OF MAN EARNINGS SURVEY 2007**

### **SUMMARY OF RESULTS**

- \* In June the average gross weekly pay of full-time employees was £551.23 (Table One);
- \* Median gross weekly pay of full-time employees was £480.69 (Table One);
- \* The middle 50% of full-time employees earned between £356 and £650 per week (Table One);
- \* Average earnings increased by 2.8% between June 2006 and June 2007 compared with a rise in retail prices of 4.4% (Table Four);
- \* Full-time employees worked an average of 38.1 hours per week, including 1.4 hours of overtime (Table Two);
- \* Overtime, incentive pay and shift premia made up 7.4% of employees' gross weekly earnings (Table One);
- \* Average earnings in the Isle of Man were 0.3% above average earnings in the United Kingdom (Table Five);
- \* Average gross hourly earnings including overtime were £14.81 (Table Two);
- \* 76% of employees worked less than 40 hours per week (Table Nine);

### **THE SAMPLE**

A sample of employees was drawn at random from income tax records and a questionnaire was sent to the last known employer of each of the selected employees. The questionnaire requested details of the employee's sex, year of birth, occupation, industry, length of service, basic weekly hours, overtime hours and gross earnings. Gross earnings were split into basic pay, overtime pay, incentive payments and shift and other payments. Questions were included to determine whether either earnings had been affected by absence or the employee was paid on adult rates. The information requested related to the pay period including 12th June, 2007.

Employers were required to submit returns under the Statistics Act 1999. A summary of the response is given in Table Eleven.

### **THE EARNINGS SURVEY AND THE NATIONAL MINIMUM WAGE**

The Earnings Survey is not designed to check whether employers are complying with the Isle of Man's legislation on the National Minimum Wage (NMW). In the first place, the survey does not collect all the information needed to calculate whether an employee is being paid the NMW and, in the second place, the Statistics Act does not allow the Treasury to pass data on individual employers to the Department of Trade and Industry as the body responsible for ensuring compliance with minimum wage legislation. To allow the Earnings Survey to check compliance with minimum wage legislation would require changes to the way the Survey is carried out with an increased burden on employers and changes to the Statistics Act.

On the basis of the information collected in the 2007 Earnings Survey, it is estimated that one (0.1%) of the 704 full-time employees with reported hours and three (1.8%) of the 164 part-time employees with reported hours in the Survey were being paid under the NMW rate in June 2007. The estimated numbers under the NMW are 40 full-time employees and 130 part-time employees for June 2007.

## **FURTHER INFORMATION**

Unpublished data may be supplied on request. Enquiries should be addressed to the Economic Affairs Division.

All enquiries to:-

J.M. Caley,  
Economic Affairs Division,  
Treasury,  
William Dhone House,  
2 Circular Road,  
Douglas,  
Isle of Man, IM1 1PQ

Tel: (01624) 685780

Fax: (01624) 685747

email: [Martin.Caley@gov.im](mailto:Martin.Caley@gov.im)

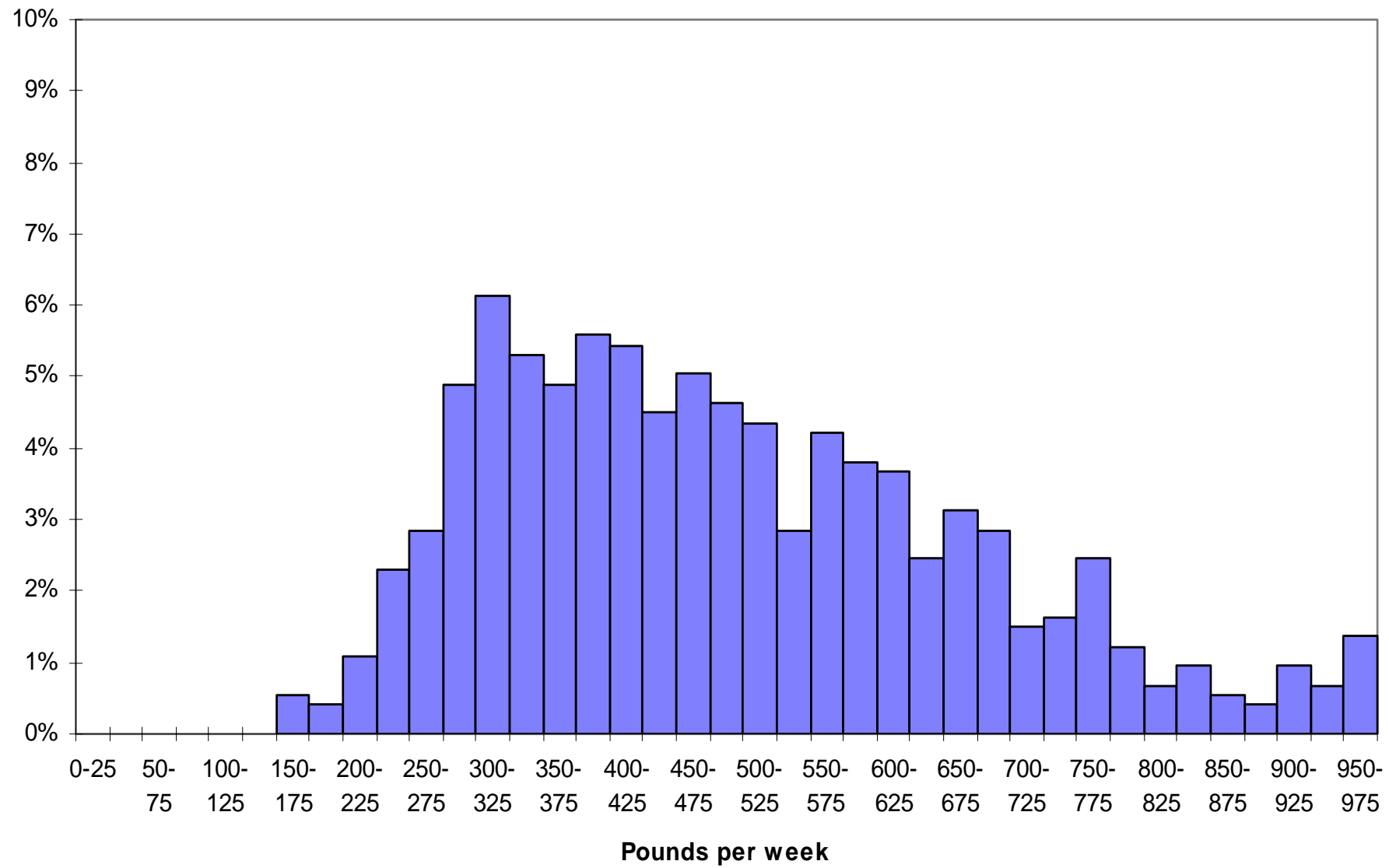
January 2008

**Table One**

**FULL-TIME EMPLOYEES ON ADULT RATES**  
**whose pay for the survey period was not affected by absence, June 2007**

	Males			Females			Males and Females		
	Manual	Non-manual	All	Manual	Non-manual	All	Manual	Non-manual	All
Number in sample	171	262	433	43	259	302	214	521	735
Average gross weekly earnings (£)	460.79	671.65	588.38	337.82	524.57	497.98	436.08	598.53	551.23
of which:									
Overtime payments (£)	45.42	12.75	25.65	11.73	12.18	12.11	38.65	12.46	20.09
PBR etc payments (£)	4.69	24.24	16.52	1.51	12.74	11.14	4.05	18.52	14.31
Shift etc premium payments (£)	8.05	3.54	5.32	10.55	7.73	8.13	8.56	5.62	6.47
As percentage of average gross earnings									
Overtime payments	9.9%	1.9%	4.4%	3.5%	2.3%	2.4%	8.9%	2.1%	3.6%
PBR etc payments	1.0%	3.6%	2.8%	0.4%	2.4%	2.2%	0.9%	3.1%	2.6%
Shift etc premium payments	1.7%	0.5%	0.9%	3.1%	1.5%	1.6%	2.0%	0.9%	1.2%
Distribution of gross weekly earnings									
10 per cent earned less than (£)	284.00	310.23	300.00	226.06	289.89	280.88	262.00	302.19	289.89
25 per cent earned less than (£)	350.13	422.69	382.50	260.00	355.41	333.87	321.48	379.81	355.84
50 per cent earned less than (£)	436.84	585.54	500.00	321.48	479.66	438.37	401.71	526.78	480.69
25 per cent earned more than (£)	544.17	791.85	692.31	390.47	619.75	595.91	513.60	694.17	650.00
10 per cent earned more than (£)	652.83	1137.38	968.47	451.60	769.23	747.41	630.47	961.96	884.62
Percentage earning less than £130	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
£150	0.0	0.0	0.0	2.3	0.0	0.3	0.5	0.0	0.1
£190	0.6	0.4	0.5	7.0	0.4	1.3	1.9	0.4	0.8
£220	0.6	1.1	0.9	7.0	1.9	2.6	1.9	1.5	1.6
£250	4.1	2.7	3.2	23.3	3.5	6.3	7.9	3.1	4.5
£300	14.0	7.3	9.9	34.9	12.0	15.2	18.2	9.6	12.1
£350	24.6	16.4	19.6	62.8	23.9	29.5	32.2	20.2	23.7
£400	41.5	21.8	29.6	76.7	34.4	40.4	48.6	28.0	34.0
£460	56.1	32.1	41.6	90.7	46.7	53.0	63.1	39.3	46.3
£540	74.9	43.1	55.7	95.3	59.5	64.6	79.0	51.2	59.3
£650	89.5	57.6	70.2	97.7	79.2	81.8	91.1	68.3	75.0
£800	95.9	75.2	83.4	100.0	93.1	94.0	96.7	84.1	87.8

**Distribution of earnings of full-time employees on adult rates  
whose pay for the survey period was not affected by absence - June 2007**



**Table Two**

**FULL-TIME EMPLOYEES ON ADULT RATES**  
**whose pay for the survey period was not affected by absence**  
**and for whom basic hours of work were reported, June 2007**

	Males			Females			Males and Females		
	Manual	Non-manual	All	Manual	Non-manual	All	Manual	Non-manual	All
Number in sample	160	248	408	40	256	296	200	504	704
<b><i>Average gross hourly earnings</i></b>									
Including overtime pay and overtime hours (pence)	1058	1843	1535	880	1489	1407	1022	1663	1481
Excluding overtime pay and overtime hours (pence)	1008	1770	1471	843	1426	1347	975	1595	1419
<b><i>Hours worked</i></b>									
Average basic hours	39.2	36.5	37.6	37.7	35.2	35.5	38.9	35.8	36.7
Average overtime hours	3.6	0.7	1.9	1.4	0.7	0.8	3.2	0.7	1.4
Average hours	42.8	37.3	39.4	39.1	35.9	36.4	42.0	36.6	38.1

Table Three

**STANDARD ERRORS OF AVERAGE WEEKLY EARNINGS  
OF FULL-TIME EMPLOYEES ON ADULT RATES  
whose pay for the survey period was not affected by absence, June 2007**

	Average (£)	Standard error (%)
<b>Males</b>		
Manual	460.79	2.7
Non-manual	671.65	3.5
All	588.38	2.7
<b>Females</b>		
Manual	337.82	5.0
Non-manual	524.57	3.3
All	497.98	3.1
<b>Males and Females</b>		
Manual	436.08	2.5
Non-manual	598.53	2.5
All	551.23	2.1

**Table Four**

**COMPARISON OF MEDIAN AND AVERAGE WEEKLY EARNINGS  
OF FULL-TIME EMPLOYEES ON ADULT RATES  
whose pay was not affected by absence June 2006 and 2007**

	Median (£)			Average (£)		
	2006	2007	% change	2006	2007	% change
<b>Males</b>						
Manual	410	437	6.5	456	461	1.1
Non-manual	607	586	-3.5	666	672	0.8
All	509	500	-1.8	585	588	0.6
<b>Females</b>						
Manual	283	321	13.6	293	338	15.3
Non-manual	443	480	8.3	506	525	3.7
All	423	438	3.6	474	498	5.1
<b>Males and females</b>						
Manual	385	402	4.3	418	436	4.3
Non-manual	499	527	5.6	584	599	2.5
All	457	481	5.2	536	551	2.8



Table Five

**COMPARISON OF AVERAGE WEEKLY EARNINGS  
IN THE ISLE OF MAN AND UNITED KINGDOM  
OF FULL-TIME EMPLOYEES ON ADULT RATES  
whose pay for the survey period was not affected by absence, 2007**

	Isle of Man	United Kingdom	IOM earnings as percentage of UK earnings
	June	April	
<b>Males</b>	588.38	606.1	97.1
<b>Females</b>	497.98	462.8	107.6
<b>Males and females</b>	551.23	549.8	100.3

**UK Source:- Annual Survey of Hours and Earnings (ASHE)**

Crown copyright material is reproduced with the permission of the Controller of HMSO and the Queen's Printer for Scotland.

Table Six

**COMPARISON OF MEDIAN WEEKLY EARNINGS  
IN THE ISLE OF MAN AND UNITED KINGDOM  
OF FULL-TIME EMPLOYEES ON ADULT RATES  
whose pay for the survey period was not affected by absence, 2007**

	Isle of Man	United Kingdom	IOM earnings as percentage of UK earnings
	June	April	
<b>Males</b>	500.00	498.3	100.3
<b>Females</b>	438.37	394.0	111.3
<b>Males and females</b>	480.69	456.7	105.3

**UK Source:- Annual Survey of Hours and Earnings (ASHE)**

Crown copyright material is reproduced with the permission of the Controller of HMSO and the Queen's Printer for Scotland.

**Table Seven****WEEKLY HOURS AND HOURS OF WORK BY BRANCH OF ECONOMIC ACTIVITY - JUNE 2007**

	Average weekly earnings (£)			Average weekly hours		
	Males	Females	All	Males	Females	All
Agriculture, Forestry and Fishing	...	...	...	...	...	...
Manufacturing	536	332	503	41	37	40
Construction	462	313	452	44	44	44
Transport and Communication	570	446	529	43	40	42
Electricity, Gas and Water	685	...	677	39	...	39
Distributive Trades, Restaurants and Hotels	385	299	350	42	37	40
Financing, Insurance and Business Services	687	563	628	37	37	37
Community, Social and Personal Services	642	525	577	38	35	36
Whole economy	563	551	551	39	38	38
Average non-agricultural (C - Q)	589	500	552	39	36	38
Average non-financial (A - Q, less J,K)	549	464	553	41	36	39

**Notes:-** (1) The table includes full-time employees on adult rates of pay whose earnings were not affected by absence and for whom basic hours of work were recorded.

(2) United Nations ISIC Rev. 3 has been used to classify economic activity.

... Sample too small - less than five.

**Table Eight****PRIVATE AND PUBLIC SECTOR COMPARISON - JUNE 2007**

	Average weekly earnings (£)			Average weekly hours		
	Private	Public	All	Private	Public	All
Males, manual	438	495	452	43	44	43
Males, non-manual	649	750	676	38	36	37
All males	563	662	588	40	39	39
Females, manual	324	378	341	40	38	39
Females, non-manual	496	562	524	37	34	36
All females	471	540	500	37	35	36
Males and females, manual	417	463	430	42	42	42
Males and females, non-manual	576	641	599	37	35	37
All males and females	528	600	551	39	37	38

**Note:-** The table includes full-time employees on adult rates of pay whose earnings were not affected by absence for whom basic hours of work were reported.

**Table Nine**

**DISTRIBUTION OF EMPLOYEES BY HOURLY EARNINGS AND WEEKLY HOURS - June 2007**

**Includes overtime hours and pay**

**Percentages of sample**

	<b>0-5 hours</b>	<b>5-10 hours</b>	<b>10-15 hours</b>	<b>15-20 hours</b>	<b>20-25 hours</b>	<b>25-30 hours</b>	<b>30-35 hours</b>	<b>35-40 hours</b>	<b>40-45 hours</b>	<b>45-50 hours</b>	<b>50-55 hours</b>	<b>55+ hours</b>	<b>Total</b>	<b>Cumulative total</b>
Under 350 pence per hour	0.0	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.1	0.1
350 to 400 pence per hour	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.1
400 to 450 pence per hour	0.0	0.0	0.0	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.1	0.2
450 to 500 pence per hour	0.0	0.1	0.0	0.1	0.0	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.3	0.6
500 to 600 pence per hour	0.1	0.1	0.2	0.2	0.3	0.3	0.5	0.3	0.8	0.0	0.0	0.2	3.2	3.8
600 to 700 pence per hour	0.0	0.3	0.3	0.5	0.6	0.2	0.1	2.0	1.0	0.3	0.2	0.1	5.8	9.6
700 to 800 pence per hour	0.0	0.3	0.8	0.7	0.9	0.3	0.7	2.4	1.7	0.6	0.3	0.3	9.2	18.8
800 to 900 pence per hour	0.1	0.2	0.2	0.5	0.5	0.1	0.2	4.0	1.3	0.3	0.2	0.1	7.8	26.6
900 to 1000 pence per hour	0.0	0.1	0.3	0.1	0.2	0.3	0.6	4.6	2.1	0.7	0.0	0.1	9.2	35.8
1000 to 1500 pence per hour	0.2	0.6	0.3	0.9	1.8	1.8	2.1	15.6	7.3	1.6	0.5	0.5	33.2	69.0
1500 to 2000 pence per hour	0.0	0.0	0.0	0.1	0.8	0.5	0.7	10.5	1.7	0.3	0.1	0.1	14.9	83.9
Over 2000 pence per hour	0.3	0.2	0.1	0.2	0.3	3.6	0.5	9.4	0.8	0.3	0.2	0.0	16.1	100.0
<b>Total</b>	<b>0.8</b>	<b>2.1</b>	<b>2.5</b>	<b>3.3</b>	<b>5.6</b>	<b>7.3</b>	<b>5.4</b>	<b>48.8</b>	<b>16.7</b>	<b>4.3</b>	<b>1.6</b>	<b>1.5</b>	<b>100.0</b>	
<b>Cumulative total</b>	<b>0.8</b>	<b>2.9</b>	<b>5.4</b>	<b>8.8</b>	<b>14.4</b>	<b>21.7</b>	<b>27.1</b>	<b>75.9</b>	<b>92.6</b>	<b>96.9</b>	<b>98.5</b>	<b>100.0</b>		

- Notes:-**
- (1) The table includes employees for whom basic hours were reported.
  - (2) The bands of hours and earnings are such that the lower limit is included and the upper limit excluded. So, for example, "5 - 10 hours" is the band of basic hours more than or equal to 5 hours and strictly less than 10 hours.
  - (3) Overtime hours and earnings are included.

**Table Ten**

**DISTRIBUTION OF EMPLOYEES BY HOURLY EARNINGS AND WEEKLY HOURS – June 2007**

**Excludes overtime hours and pay**

	Percentages of sample												Total	Cumulative total
	0-5 hours	5-10 hours	10-15 hours	15-20 hours	20-25 hours	25-30 hours	30-35 hours	35-40 hours	40-45 hours	45-50 hours	50-55 hours	55+ hours		
Under 350 pence per hour	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
350 to 400 pence per hour	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
400 to 450 pence per hour	0.0	0.0	0.0	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.1	0.1
450 to 500 pence per hour	0.0	0.1	0.0	0.1	0.0	0.0	0.1	0.0	0.0	0.0	0.0	0.0	0.3	0.5
500 to 600 pence per hour	0.1	0.3	0.2	0.2	0.2	0.3	0.6	0.6	0.8	0.0	0.0	0.2	3.7	4.1
600 to 700 pence per hour	0.1	0.3	0.6	0.5	0.6	0.3	0.3	1.8	1.5	0.1	0.2	0.0	6.5	10.6
700 to 800 pence per hour	0.0	0.5	0.8	0.7	1.2	0.3	0.6	3.7	1.8	0.8	0.0	0.0	10.4	21.0
800 to 900 pence per hour	0.1	0.1	0.5	0.3	0.5	0.2	0.2	5.6	1.2	0.0	0.1	0.0	8.9	29.8
900 to 1000 pence per hour	0.0	0.1	0.2	0.2	0.3	0.3	0.6	6.0	1.8	0.0	0.0	0.0	9.7	39.5
1000 to 1500 pence per hour	0.2	0.7	0.1	1.2	1.5	1.7	2.0	18.5	6.3	0.1	0.0	0.0	32.4	71.9
1500 to 2000 pence per hour	0.0	0.1	0.0	0.0	0.8	0.5	0.6	10.5	0.8	0.0	0.0	0.0	13.2	85.1
Over 2000 pence per hour	0.3	0.2	0.1	0.2	0.3	3.6	0.7	8.6	0.6	0.1	0.0	0.0	14.9	100.0
Total	0.9	2.5	2.5	3.5	5.5	7.4	5.6	55.4	14.9	1.2	0.3	0.2		
Cumulative total	0.9	3.5	6.0	9.4	15.0	22.4	28.0	83.4	98.3	99.4	99.8	100.0		

- Notes:** - 1) The table includes employees for whom basic hours were reported.  
 (2) The bands of hours and earnings are such that the lower limit is included and the upper limit excluded. So, for example, "5 - 10 hours" is the band of basic hours more than or equal to 5 hours and strictly less than 10 hours.  
 (3) Overtime hours and earnings are excluded.

Table Eleven

ANALYSIS OF RESPONSE - June 2007

<b>Employers</b>	<b>Public</b>	<b>Private</b>	<b>All</b>
Sent	29	544	573
Received	29	538	567
<i>Response rate</i>	<i>100.0%</i>	<i>98.9%</i>	<i>99.0%</i>
<b>Employees</b>	<b>Public</b>	<b>Private</b>	<b>All</b>
Forms sent	378	1015	1393
Forms returned	378	1007	1385
<i>Response rate</i>	<i>100.0%</i>	<i>99.2%</i>	<i>99.4%</i>
Exempt (See questionnaire)			255
Earnings affected by absence or on trainee/junior rates			166
Full-timers with reported hours			704
Full-timers without reported hours			31
Part-timers with reported hours			164
Part-timers without reported hours			65

## **DEFINITIONS**

A **full-time worker** is generally an employee with normal basic hours exceeding 30 per week excluding overtime and meal breaks except for an employee who is a teacher with normal basic hours exceeding 25 per week or an employee without specified normal basic hours because of the nature of the job but who is described as full-time by the employer.

The median is the level of earnings such that half the sample have earnings greater than that level.

Manual and Non-manual employees are grouped according to the classification formerly used by the United Kingdom's Office for National Statistics in its annual New Earnings Survey (NES). NES has been replaced by the Annual Survey of Hours and Earnings (ASHE).

## **ABBREVIATION**

PBR = Payment By Results

## **FOOTNOTE**

The earnings from which the average earnings are derived were obtained from a sample of employees. Consequently, the averages and other estimates are subject to sampling errors. For example, the estimates of average earnings given in the tables may differ from the true average which would have been calculated if earnings information had been obtained for every employee in the Isle of Man. A measure of the potential size of the difference is provided by the **standard error**. There is a two-out-of-three chance that the difference between the true value and the estimate will be less than the standard error and the chance that the difference will be more than double the standard error is about one-in-twenty. In other words, we can say with 95% probability that the true level of average earnings will be in the range £532 to £579 (mean £556) (see Table Three).



The completed form is to be returned by  
1st October 2007 to:-

ECONOMIC AFFAIRS DIVISION,  
ISLE OF MAN GOVERNMENT,  
ILLIAM DHONE HOUSE,  
2 CIRCULAR ROAD,  
DOUGLAS,  
ISLE OF MAN, IM1 1PQ.




IC  
OC  
PG  
IS

**PLEASE DETACH THIS PART BEFORE  
RETURNING THE FORM**

Particulars of the employee for whom the  
information is required.

Mr/Mrs/Miss/Ms.....  
.....

**EXEMPTIONS**

- A** - a private domestic servant who resides at their place of work
- B** - one of your former employees now retired and receiving an occupational pension (but not a wage or salary)
- C** - a wife working for her husband, or a husband working for his wife
- D** - a person employed outside the Isle of Man
- E** - a person who left your employment before 11th June, 2007
- F** - a company director who does not receive a salary
- G** - a person receiving an annuity

**Earnings Survey 2007 - A compulsory inquiry under the Statistics Act 1999**

**CONFIDENTIAL**

- If the person named on the tear-off portion is in one of the exemption categories listed opposite, enter the appropriate category letter (A, B, .....G) in this box.   
If this box has been completed, sign your name and enter the date overleaf and return the form.
- Please provide the following information about the employment, earnings and hours of the employee named on the tear-off portion for the pay week (or longer period used for pay purposes) which included 12th June, 2007.
- Please read the notes on the tear-off portion before answering the relevant questions.

**1 Sex and year of birth**

(a) Is the employee male or female? (Circle 1 or 2)

Male	1
Female	2

**A**

(b) What is the employee's year of birth?

1	9		
---	---	--	--

**B**

**2 Occupation**

(a) What, if any, is the employee's job title? .....

(b) Give a short description of the work this employee does .....

.....

.....

(c) Has the employee worked at this same job in your organisation for one year or more? (Circle 1 or 2)

One year or more	1
Under one year	2

**C**

**3 Basic weekly hours of work**

(a) How many hours, excluding overtime and main meal breaks, is this employee expected to work in a normal week?

HOURS	MINS.

**D**

(b) If it is not possible to give a specific number of hours, indicate if the employee is regarded as full-time or part-time. (Circle 1 or 2)

Full-time	1
Part-time	2

**E**

**NOTES**

**1**

- If the year of birth is not available, please give an estimate.

**2**

- Terms which are not self-explanatory (e.g. grade B, class 1 or group 3) should not be used on their own.
- In (b) say what the employee does, not what he or she is.
- If the employee is a working proprietor or company director who has a salary for an executive role in the firm, show both status of the person and the job for which the salary is paid.

**3**

- Include all guaranteed hours, even if they were not worked in the survey week.
- Leave out all overtime hours, even if these are worked regularly or are part of the contract.

**4**

- The pay-period is the period for which the employee was paid (e.g. a week for weekly paid employees; a month for monthly paid). The earnings figures given in answer to question 5 must relate to this period.
- Ignore losses of overtime.
- Ignore absences which did not affect earnings because of guaranteed payments.

**5**

- Give gross figures, before the deduction of I.T.I.P., national insurance, pension scheme and any voluntary deductions.
- Include all payments, whenever paid, relating to this period, but leave out amounts paid in this period (such as arrears or advances of pay) which relate to other periods.
- Include any sick pay paid by the employer relating to the period.
- Include salaries paid to working proprietors and company directors, but leave out all other payments to them such as fees.
- Leave out payments of travelling, subsistence, etc. expenses.
- Where bonuses or similar payments are not paid in each pay-period, include the appropriate fraction of the bonus payments relating to the pay-period stated in the answer to question 4(a) calculated by dividing the last payment (or next payment if known) by the number of pay-periods it covers, e.g. for monthly paid staff, divide an annual or quarterly bonus by 12 or 3 respectively; for weekly paid staff divide an annual monthly bonus by 52 or 4 respectively.
- Any part of normal basic hours reported at 3(a) paid at overtime rates should not be recorded at 5(a) and 5(b) but should be shown at 5(e) as a premium element.
- Leave out all payments in kind except for agricultural and catering workers. In their case include the reckonable value of accommodation, meals, etc. provided by the employer.
- **Total gross pay should equal the sum of the previous five items (b) to (f).**

**THANK YOU FOR COMPLETING THIS FORM. NOW PLEASE SEND IT BACK BY 1ST OCTOBER 2007 TO THE ADDRESS SHOWN BELOW, USING THE PREPAID BUSINESS REPLY LABEL SUPPLIED (NO STAMP IS NEEDED).**

**ECONOMIC AFFAIRS DIVISION,  
ISLE OF MAN GOVERNMENT,  
ILLIAM DHONE HOUSE,  
2 CIRCULAR ROAD,  
DOUGLAS,  
ISLE OF MAN, IM1 1PQ**

**4 Pay-period length, effect of absence and pay rates**

(a) Please show the length of the pay-period you will use to give details of the employee's earnings at question 5. (Circle appropriate pay-period)

one week	1	two weeks	2	three weeks	3
four weeks	4	five weeks	5	calendar month	6
other (please specify) .....					

**F**

(b) Were the employee's earnings for the pay-period affected by absence? (For example because of sickness, holiday or other absence, short-time working or the employment lasting only part of the period). (Circle 1 or 2)

earnings affected	1
earnings not affected	2

**G**

(c) Is the employee regarded as being paid on adult rates or on trainee/junior rates ? (Circle 1 or 2)

on adult rates	1
on trainee/junior rates	2

**H**

**5 Earnings for the pay-period**

Please show by entering the amounts in the appropriate boxes, how the employee's pay for the pay-period including 12th June was made up.

**Overtime**

(a) The actual hours of overtime worked in excess of normal basic hours reported at 3(a) If none, enter "NIL"  
(e.g. if 4 additional hours were worked at time and a half enter 4 not 6).

HOURS		MINS.	

**I**

(b) Overtime earnings - the full amount for the period, not just the premium element. If none, enter "NIL"

£			P		

**J**

**Incentive payments**

e.g. piecework, bonuses (including profit sharing), commission, productivity and other incentive payments.

(c) Where made in each pay-period, enter the fraction which relates to one pay-period. If none, enter "NIL"

--	--	--	--	--	--

**K**

(d) Where made less often than each pay-period, enter the fraction which relates to one pay-period. If none, enter "NIL"

--	--	--	--	--	--

**L**

**Shift premium etc. payments**

(e) Premium payments (not total pay) for shift work disturbances, and for night work or weekend work where these are not treated as overtime. If none, enter "NIL"

--	--	--	--	--	--

**M**

**All other payments, including basic pay**

(f) Basic pay and all other payments not shown above. If none, enter "NIL"

--	--	--	--	--	--

**N**

(g) TOTAL GROSS PAY for the pay-period (items (b) to (f)). If none, enter "NIL"

--	--	--	--	--	--

**O**

Please give the name of someone who will deal with any queries about the answers on this form.

Name Mr/Mrs/Miss/Ms..... Telephone: No. ....

Ext. ....

Signed on behalf of the employer ..... Date .....

Description of employer's main activity .....



This document can be provided in large print or audio tape on request

Copyright  
Isle of Man Government

ISBN 9781904869047

Printed by Isle of Man Government  
Printing Services