Employee Age	National Minimum Wage	Weekly Hours No-Ins-Tax -To Pay*	Monthly Hours No-Ins-Tax - To Pay*	Monthly Pay No-Ins-Tax - To Pay*	Employees pay **12.00%** Insurance on earnings above*		**Employee start to Pay 20%** Tax on earnings above*		Work Place Pension	Auto Enrolment Threshold Emploee: 5%, Employer 3%	Qualified Earnings	Sick Pay	**£96.35 Per week**
23+	£8.91	**20**	**89**	£792.99	Weekly	**£184**	Weekly	**£242**	Weekly	**£192**	£120	Holiday Pay	**5.6** weeks/**28** Days/year pro rata E.g. Working 3 days/week, then (**3 × 5.6=16.8days**)
21-22	£8.36	**22**	**95**	£794.20	Monthly	**£797**	Monthly	**£1,048**	Monthly	**£833**	£520		
18-20	£6.56	**28**	**121**	£793.76	Yearly	**£9,568**	Yearly	**£12,570**	Yearly	**£10,000**	**£6,240**		
Under18	£4.62	**39**	**172**	£794.64									

Source: https://www.gov.uk/guidance/rates-and-thresholds-for-employers-2021-to-2022

The National Minimum Wage Regulations 2015, Regulation 59; Records to be kept by an employer
59.—(1) The employer of a worker who qualifies for the national minimum wage must keep in respect of that worker records sufficient to establish that the employer is remunerating the worker at a rate at least equal to the national minimum wage.
You must register as Employer if you pay more than **£120/wk** or £520/mo to any employee, or have another job.

MAR	2022	Employee No 1			Employee No 2			Employee No 3			Employee No 4			Employee No 5			
Business Name		Age	Rate	Hr/Wk	Age	Rate	Hr/Wk	Age	Rate	Hr/Wk	Age	Rate	Hr/Wk	Age	Rate	Hr/Wk	*Total Hours*
Date	**Day**	*Hours*			*Hours*			*Hours*			*Hours*			*Hours*			
1	*Tue*																
2	*Wed*																
3	*Thu*																
4	*Fri*																
5	*Sat*																0
6	*Sun*																0
7	*Mon*																
8	*Tue*																
9	*Wed*																
10	*Thu*																
11	*Fri*																
12	*Sat*																0
13	*Sun*																0
14	*Mon*																
15	*Tue*																
16	*Wed*																
17	*Thu*																
18	*Fri*																
19	*Sat*																0
20	*Sun*																0
21	*Mon*																
22	*Tue*																
23	*Wed*																
24	*Thu*																
25	*Fri*																
26	*Sat*																0
27	*Sun*																0
28	*Mon*																
29	*Tue*																
30	*Wed*																
31	*Thu*																
Total Monthly Hrs		0						0						0			
Rate/Hr		£0.00						£0.00						£0.00			
Monthly Wages		£0.00						£0.00						£0.00			
Signature/Remarks																	

Please don't forget to TOTAL monthly hours. Information provided are simplified for employers information and guidance only. No liability accepted. Google for updated info on gov.uk