

JERSEY AVERAGE EARNINGS – JUNE 2022

Company name:

Ref:

- ▶ please return the completed form by Friday 15 July 2022.
- ▶ all information provided is strictly confidential
- ▶ please complete this survey if you paid any employees in the month of June, even if not trading

Guidance notes for completing the survey

- ▶ include all staff that received pay, even if they were not working

For gross wages and salaries (1a and 2a):

- include only employees based in Jersey who received remuneration in the specified pay period
- include overtime, Jersey weighting allowances, non-contractual gifts, commission
- exclude bonuses, director's fees, redundancy payments and employer's contributions to insurance or pension schemes
- provide figures before deductions for employee's contributions to pension funds, social security or insurance
- provide figures before deductions for food and accommodation for minimum wage employees

Holiday pay relates to holiday pay paid in advance for holidays taken outside the specified pay period

Arrears: retrospective payments relating to another pay period e.g. delayed pay award on basic pay or delayed overtime payments/allowances

Overtime: is any additional work performed by an employee in excess of their contracted hours

- ▶ if you paid any staff monthly → start at question 1, otherwise → start at question 2

1. MONTHLY-paid employees

- ▶ If the figures provided below do not relate to the full month please specify dates covered:

1a Total gross wages and salaries paid to monthly-paid employees in the month ending 30 June 2022.

£ .00

1b How much of the amount stated above was for:

Holiday pay £ .00

Arrears of pay £ .00

Overtime pay £ .00

1c Total number of monthly-paid employees whose wages and salaries are included in question 1a.

- ▶ full time is more than 25 hours per week
- ▶ part time is 25 hours per week or less

Full time staff

Part time staff

1d Average weekly hours worked in June 2022 for:

Full time staff

Part time staff

2. WEEKLY-paid employees

- ▶ For employees paid at another interval (e.g. fortnightly), complete the weekly questions below, specifying the pay frequency here.

Pay frequency (if not weekly)

2a Total gross wages and salaries paid to weekly-paid employees in the final week of June (week ending 24 June 2022).

£ .00

2b How much of the amount stated above was for:

Holiday pay £ .00

Arrears of pay £ .00

Overtime pay £ .00

2c Total number of weekly-paid employees whose wages and salaries are included in question 2a.

- ▶ full time is more than 25 hours per week
- ▶ part time is 25 hours per week or less

Full time staff

Part time staff

2d Average weekly hours worked in the week ending 24 June 2022 for:

Full time staff

Part time staff

- ▶ For staff paid at other intervals → go to question 2
- ▶ Otherwise → turn to question 3

→ Turn to question 3

3. Pay rates

3a Have employees received a pay rise during the last 12 months?

- ▶ for example: **cost-of-living** and / or **performance-linked** pay rises
- ▶ implemented between 1 July 2021 and 30 June 2022
- ▶ pay rises in **basic pay** only; this **does not include** pay rises due to increased overtime, commission or bonuses
- ▶ tick one box that best describes the situation in your company overall

- Yes - all / most employees received a pay rise**
- Yes - some employees received a pay rise**
- No - no employees received a pay rise**
- Don't know**

3b For employees that received a pay rise, estimate the average percentage increase.

%

4. Hourly rates

- ▶ the following questions relate to staff employed in Jersey at 30 June 2022
- ▶ exclude staff under the age of 16, voluntary staff and staff undertaking work experience or unpaid work placements

4a How many employees earn £9.68 per hour or less?

- ▶ If none, write "0" and → go to question 5

4b How many employees earn the Jersey minimum wage (£9.22 per hour)?

- ▶ £9.22 per hour before any deductions for food/accommodation

5. Holiday entitlement

Excluding public holidays, how many employees receive **exactly** 3 weeks of paid holidays per year (the statutory minimum requirement)?

- ▶ **include** part time staff receiving the equivalent of 3 weeks based on the number days normally worked per week (e.g. if part-time staff work 3 days per week, then their equivalent paid holiday for 3 weeks will be 9 days)
- ▶ **include** all employees where holiday is paid on a "rolled-up" basis (i.e. 6% added to hourly rate and paid weekly / monthly)

Special circumstances

Provide details of any exceptional circumstances that may have affected the figures provided.

- ▶ if figures are significantly different to last year's
- ▶ include reasons relating to the Coronavirus outbreak, and any un-related reasons. For example:
 - significant **pay-rises or cuts** since the previous year
 - more / less **overtime** worked during the pay period
 - company **restructuring**
 - highly-paid members of staff joining or leaving the company
 - other reasons for increased / decreased trade during the pay period

Contact details

These will only be used by us if we need to clarify or ask for further information about your company earnings.

Name:

Telephone:

Email:

Alternate email:

Returning this questionnaire

Return the completed questionnaire by:

Friday 15 July 2022

Ways to return this survey:

- ▶ **Complete it online** at www.gov.je/earnings

You will need to enter the following passcode:

- ▶ **Scan this completed form and email to:**

statistics@gov.je

- ▶ **By freepost** using the envelope provided or post to:

Business reply service Licence No: JE 65,
Statistics Jersey,
P.O. Box 140,
19-21 Broad Street,
St. Helier,
JE1 1AE

All information provided is confidential
For queries contact Matthew Gill at statistics@gov.je or on (01534) 445794

Thank you