

Sendai Multicultural Center News

Learn How to Read Payment Slips

Emi is a foreign resident working in Sendai. She came to the Multicultural Center to consult about the payment slip that she receives from her employer every month.



Emi



I don't really understand what is being deducted from my salary. Can you tell me more about that?

Staff Y



The calculation of salary is something that even many Japanese people don't really understand, so it is only natural that foreign residents also have trouble understanding it. Let's begin by going through the basics.

かぶしきがいしゃ 株式会社〇〇〇〇		きゅうよめいさいしょ 給与明細書					しきゅうび ねん がつ にち 支給日: 2024年8月25日
さんたい 勤怠	しゅっしんにつうすう 出勤日数	ろうどうじかん 労働時間	けっしんにつうすう 欠勤日数	ゆうきゆうしょうかにつうすう 有給消化日数	ゆうきゆうざんにつうすう 有給残日数		
	19	112	0	3	15		
しきゅう 支給	きほんきゅう ①基本給	じゅうたくであて ②住宅手当	ふようであて ③扶養手当	つうきんであて ④通勤手当	ざんぎょうであて ⑤残業手当	そうしきゅうがく ⑥総支給額	
	¥180,000	¥26,100	¥16,500	¥8,220	¥14,375	¥245,195	
こうじょ 控除	けんこうほけん ⑦健康保険	こうせいねんきんほけん ⑧厚生年金保険	かいごほけん ⑨介護保険	こようほけん ⑩雇用保険	しょとくぜい ⑪所得税	じゅうみんぜい ⑫住民税	そうこうじょがく ⑬総控除額
	¥12,012	¥21,960	¥1,920	¥1,471	¥3,430	¥11,150	¥51,943
ごうけい 合計	そうしきゅうがく ⑥総支給額	そうこうじょがく ⑬総控除額					さしひきしきゅうがく ⑭差引支給額
	¥245,195	¥51,943					¥193,252

This is an example of what a payment slip might look like.

Deductions and allowances will differ depending on the employer/ type of contract.

Payment: Money that employers pay to workers

- ① Base pay: Base monthly salary
- ② Housing allowance: Rent subsidy provided by the employer
- ③ Dependent allowance: Subsidy paid to individuals with dependents (Spouse, children, parents, etc.)
What are dependents?: People whose livelihood are provided for by someone else
- ④ Commuter allowance: Transportation subsidy for individuals who bus, train, or drive to work. Also known as commuting fee, transportation fee, and commuter pass fee
- ⑤ Overtime allowance: Money that workers receive from working past their predetermined work hours.
- ⑥ Gross payment: ①+②+③+④+⑤

Deductions

: Money that is deducted from one's salary

- ⑦ Health insurance: Medical insurance that company workers enroll in, which covers the expense of treatment when one is injured or ill
- ⑧ Welfare pension insurance: Pension of company workers, in preparation for when they are no longer able to work after retirement
- ⑨ Nursing care*1 insurance: Nursing insurance that individuals between the age of 40 to 64 enroll in
*1What is nursing care?: Care provided for elderly and/or ill individuals, such as feeding, toilet assistance, and bathing

Continued on next page →

Publications in Six Languages

In addition to English, we also have publications in Japanese / にほんご, Chinese / 中文, Korean / 한국어, Vietnamese / Tiếng Việt, and Nepali / नेपाली. They can also be viewed on our website, or found at the Sendai Multicultural Center.



Continued from previous page

- ⑩ Unemployment insurance: Insurance for when one becomes unemployed
- ⑪ Income tax: Tax paid to the central government which is deducted from one's income (Salary, etc.)
- ⑫ Inhabitant tax^{*2}: Tax paid to the Japanese municipality (Prefecture, city, ward, etc.) where one lived in on January 1 of a year.
- ⑬ Overall deduction: Total amount of money deducted from one's salary
- ⑭ Net payment: ⑥ minus ⑬



※Reference materials

• Overview of the Public Pension System (Easy Japanese / English)
<https://www.nenkin.go.jp/international/japanese-system/overview/index.html>



• Public Pension System You Need to Know (6 languages)
https://www.nenkin.go.jp/service/learn/shitteokitai_gaikoku.html



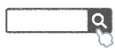
• Employees' Pension Insurance and Employees' Health Insurance (15 languages)
<https://www.nenkin.go.jp/service/pamphlet/kaigai/konen-kenpo.html>



Foreign residents between the ages of 20 to 60 must enroll in a Japanese Pension scheme.

Employees' pension has been deducted in the example payment slip, but individuals who are not company workers must enroll in the National Pension scheme and pay their premiums.

Moreover, foreign residents such as those that have paid more than 6 months' worth of pension premiums and returned to their home country without receiving pension payments are entitled to receive lump-sum withdrawal payments.



Lump-sum Withdrawal Payments (Easy Japanese/English)

<https://www.nenkin.go.jp/international/japanese-system/withdrawalpayment/index.html>



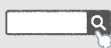
^{*2}The amount of inhabitant tax depends on one's income in the past year.

In many cases, one's inhabitant tax is determined in around June. How much one must pay differ across municipalities. If one's annual income is below a certain threshold, they are exempt from inhabitant tax payments.

※ The amount of income tax is determined at the end of December each year. Income tax deducted from one's monthly salary based on a rough calculation. At the end of December, once the correct amount of income tax has been determined, those who overpaid their income tax will receive a payback of the exceeding amount (tax return), whereas those who underpaid will have an additional amount deducted from their salary (additional collection). This process is called year-end adjustment. The system of income tax being deducted from one's monthly salary is called withholding tax.



Company workers and public servants have their income tax automatically deducted from their salary, but self-employed individuals are required to notify the tax office of the amount of tax they are to pay upon calculating their income between January 1 to December 31 (Final tax return).

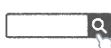


Taxes (Sendai Multicultural Center News FY2021 Vol. 4) (6 languages)

<https://int.sentia-sendai.jp/upload/publication/160/english2021vol.4.pdf>



※ Income tax for 2024 and inhabitant tax for FY2024 are subjected to a flat-amount cut, meaning that the amount of money deducted from one's salary is less than usual, and the amount of net payment might increase.



For detail, refer to the official website of the National Tax Agency (Japanese/English)

<https://www.nta.go.jp/users/gensen/teigakugenzei/pamphlet.htm>



My insurance premiums and taxes are more expensive than my friend who is on the same salary as me. Why is that the case?

The payment amounts of insurance premium and tax are calculated using various items, including the number of dependents and one's income from the previous year. Therefore, the amounts deducted vary from person to person.



On a side note, international students studying during the day that are working part-time jobs cannot enroll in ⑦ health insurance, ⑧ welfare pension insurance, and ⑩ unemployment insurance. Students must enroll in National Pension and National Health Insurance by themselves, and the method of calculation for ⑪ income tax also differs depending on the number of years one has lived in Japan and their nationality.



Make sure to check the content of your payment slip every time you receive one!



Notices: SenTIA Community-based Japanese Education Portal Site and Give Away

【Introduction of the SenTIA Community-based Japanese Education Portal Site】

If you would like to study Japanese in Sendai, please refer to this website!

On this portal site, you can find information about community-based Japanese language classes, the SenTIA Japanese Language Volunteer Programme, and Japanese education for children with roots abroad. The website is available in Japanese, English, Chinese and Korean (Nepali and Vietnamese coming soon).

Please utilize it to find opportunities that suits your Japanese learning needs!

<https://int.sentia-sendai.jp/nihongo-en/>



【Give Away】

Are you interested in old books, magazines, and newspapers? Books that were part of the Multicultural Center Library collection of which the period of retention has passed, and foreign newspapers and magazines can be picked up for free. Pick up is available during the opening hours of the Multicultural Center. Please drop by and see if there are any materials you might be interested in bringing home!

Location: Lobby of the Sendai Multicultural Center
Time: Every day from 9:00 a.m. to 5:00 p.m. (Excluding Year End and New Year's holiday, and one to two days per month on which the Multicultural Center is closed)

※Please bring your own bag if you need one as we will not be able to provide you with a bag

※No commercial use is allowed. Resale is prohibited.



Advisor Corner "Getting paid in Japan"

Thoughts and experiences from advisors on this issue's theme

The first time I saw a physical payslip was here in Japan. I started working in Japan straight after finishing college back home in Ireland, and so I had never worked full-time before this. However, for my part-time jobs until now I've always used the online service "Revenue.ie" in place of physical payslips.

In Ireland, using your personal identification number, anyone can sign into Revenue.ie, which displays your pay alongside all adjustments. This being the norm to me, it felt like time travel the first time I received a paper payslip.

However, I soon realized that these slips were magic. Hear me out.

Firstly, I was sure that I didn't get reimbursed for commuting expenses. Don't ask me why, but for the first while I took the subway with great trepidation, thinking it was coming from my own pocket. It was only later, when I cracked the code of my payslip, that I noticed the words "additional compensation – commuting allowance" written out clearly.

Fast forward to the end of December, when a new member joined the party of numbers on my payslip – "end-of-year adjustment return" – nestled between the familiar "compensation" and "insurance". Initially,

I was worried this mysterious number was another deduction, but looking closer, I saw it was contributing generously to the final sum.

And so, while Japanese payslips are sometimes confusing, they are also full of surprises.

These surprises are their magic – a magic that not only pays for your subway tickets, but also gifts you a spot of pocket money for the New Year.

(Advisor E)

Each advisor writes in the "Advisor Corner" each issue in all language versions.

The Japanese translation for each is on our blog. Please have a look.



Sendai Multicultural Center

せんだいたぶんかきょうせい

仙台多文化共生センター



Opening Hours Daily 9:00 a.m. to 5:00 p.m. (Closed during the New Year's holidays and 1 to 2 days per month for maintenance)

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URL <https://int.sentia-sendai.jp/e/exchange/>



■ Advice in foreign languages

We are able to give advice in many languages for daily-life troubles or problems. Please call the Interpretation Support Hotline on (022) 224-1919.

Languages available: English, Chinese, Korean, Vietnamese, Nepali, Tagalog, Thai, Portuguese, Spanish, Russian, Indonesian, Italian, French, German, Malay, Khmer, Burmese, Mongolian, Sinhala, Hindi, Bengali, and Ukrainian

■ Other Services

We have lecture rooms, a children's playroom, a bulletin board, and book rental. We also have spaces for interaction and information on citizen activities.

Specialist Consultations for Foreign Residents

We periodically hold specialist consultations with lawyers, administrative scriveners and so on. If there are matters that are affecting your life in Sendai, please feel free to have a consultation. Consultations are confidential, and are limited to 30 minutes per person. Consultations are held from 1:00 p.m. to 4:00 p.m.

You can check the consultation dates on our website.

<https://int.sentia-sendai.jp/e/exchange/consultation.html>



Administrative Scrivener

Lawyer

Labour Bureau

Immigration Bureau

Tax Accountant



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