

Core brief

Wednesday, 28 November 2018

Introduction

This issue of Core Brief brings you the latest on e-Payslips.

e-Payslips coming soon

The majority of NHSGGC staff will automatically move to electronic e-Payslips from January 2019.

To use e-Payslips you must have access to the e-Payroll system, so secure envelopes with login details will be sent early January 2019.

Detailed guidance on how to use the system, along with a set of Frequently Asked Questions, can be found at:

http://www.staffnet.ggc.scot.nhs.uk/Corporate%20Services/Finance/GGC_pay_exp/Pages/GGCPay_Exp_Home.aspx

In order to make this a smooth and secure process you **MUST** ensure we have your correct home address on eESS Employee Self Service by: **14 December 2018**

Please check your latest payslip. If the address on your paper payslip is incorrect log on to eESS and update this – you can find the instructions on how to do this by clicking [here](#)

This means:

If you usually receive paper payslips you'll no longer receive a paper payslip for your monthly or weekly salary payment, or for any future salary payments from the following dates;

1. Weekly paid staff – W/C 14 January 2019
2. Monthly paid staff – 24 January 2019

If you already receive electronic payslips - there will be no change for you

If you don't have regular PC access – you'll continue to receive paper payslips

The following staff groups will not automatically change to an e-Payslip in January, as they do not have regular PC access;

Support Services;

- Catering Services
- Domestic Services
- Estates Services
- General Services
- Hotel Services
- Laundry / Linen Services
- Portering Services
- Security Services
- Transport Services
- Volunteer Driver

Staff in these groups can still opt in for one.

By receiving your payslip electronically, you are helping NHSGGC make savings in time and costs that is put back into improving our services, so thank you and remember that [Small Change Matters!](#)

Are your contact details up-to-date? [Click here](#) to check