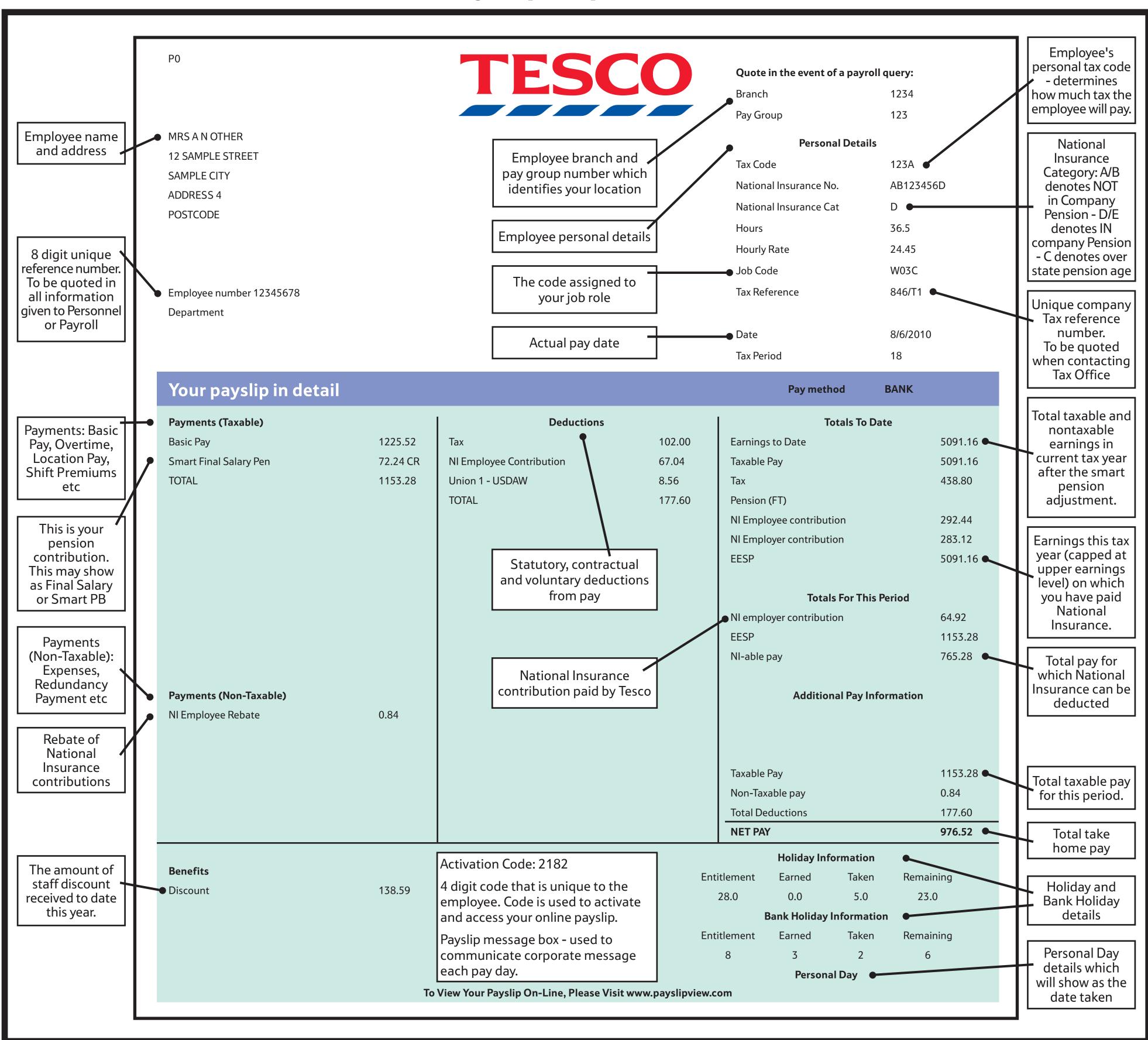
Your Stores and Head Office Payslip Explained



Useful Payslip Information:

- To activate your online payslip and P60 www.payslipview.com
- The activation process is
 - 1. Input your 8 digit employee number (Located under your address)
 - 2. Input the activation code and your date of birth
 - 3. Create a new password and confirm the new password
 - Must be at least eight characters in length
 - Must contain at least one lower case letter
 - Must contain at least one upper case letter
 - Must contain at least one number or special character
 - Select and answer 4 memorable questions.

Available Thursday before pay day

- 5. You are now viewing your Payslip Inbox
 - Secure and confidential
- Quick to view and print
- 24 hour and 365 day access
- Environmentally friendly
- Payslip storage for one year

Clearer pay element description

- P60 available on-line
- If you forget your password/ memorable answers you need a reactivation letter. This contains a new activation code. Speak to your line manager.
- If you have a wage query speak to your line manager in the first instance

Other key information:

- Tax Office phone number: 0845 300 0627 (Reference Number 846/T1)
- The PAYE office dealing with Tesco employees: Pay As You Earn, PO Box 1000, Newcastle Upon Tyne NE98 1WY