My PAYE tax is wrong

HMRC · https://paiyroll.com/kb/my-paye-tax-is-wrong/

Try the following steps:

1. Confirm the tax calculation using the HMRC tax calculator: https://www.gov.uk/guidance/work-out-an-employees-income-tax
   - Tax code: can be found on the payslip
   - **Payment date**: is the date of the pay run
   - **How often is the employee paid**: frequency
   - I**s the period of pay on a week 1 or month 1 basis:** The payslips will show W1M1
   - **What is the employee's pay this month before deductions?**: This can be found on
     - the previous payslip
     - Employee > Update > Details > System > View State and look at the PAYE, e.g. "Tax paid.YTD": 654.2, "Taxable pay.YTD": 5000
   - **Previous Pay and Tax**: If your pay includes **Previous pay** and **Previous tax** from another job - whether from a P45, or sent by HMRC as a P6- then you must also add those figures to the current employment year-to-date YTD figures when using the HMRC calculator.
2. Follow the steps at https://paiyroll.com/kb/my-deduction-nic-paye-is-wrong/ to find the root of the problem.
3. Check various other information on the employee:
   1. Employees > Search > Update > Details
      1. Main
         1. Check the employee's **Start date** for cumulative tax
      2. Tax tab
         1. Check P45 date, Tax code, W1M1 and Previous Pay and Previous Tax
         2. Check the Employee Statement (ABC)
      3. System

1. View State and locate "PAYE", which will include all the values we currently hold before the current pay run
    1. "W1_M1": false
    2. "PBIK-YTD": 4000.0
    3. "Tax code": "K300"
    4. "Previous pay": 0.0
    5. "Previous tax": 0.0
    6. "Tax paid.YTD": 5543.73
    7. "Taxable pay.YTD": 16500.0
    8. "Starting declaration": "C" },

2. Pay Item Editor > > Search > Show Statutory Pay Items
    1. Check PAYE Effective date, Tax code, W1M1 and Previous Pay and previous tax

3. Employees > Search > Update > Analyse
    1. Selecting PAYE will show you the inputs, outputs and state after the current pay