

**Pay Wages on Time  
Handle Wage Deductions with Care**

Narrator:	Pay Wages on Time Handle Wage Deductions with Care
Chris:	Oh! I am off now!
Bonnie	Me too! Let's leave together!
Chris:	Huh! Mandy, it's late now. Can't you leave?
Bonnie	You've worked overtime for a few days!
Mandy:	Not yet! It's the busiest time for me towards the end of the month. I have to prepare wage payment for colleagues!
Chris:	Yes! It's now the end of the month. Time for wage payment again!
Mandy:	It is stipulated in the Employment Ordinance that wages shall become due upon the expiry of the wage period. Employers must pay wages to employees within 7 days after the end of the wage period. Our company has always been paying wages on time by the end of the month.  Whenever it's time for wage payment, the work spirit of colleagues is boosted. It's worth for me to work harder for colleagues' benefits!
Bonnie:	You're shouldering a great responsibility. Let's not bother you!
Mandy:	AHH!! Not only me. It's the responsibility of every employer to pay wages on time!
Chris:	YEAH! Payday is coming!
Bonnie:	Great!
Chris:	Last month I damaged the camera accidentally. Will the company deduct at most 300 dollars from my salary according to the Employment Ordinance?
Bonnie:	Last month I was also late for work to accompany my grandma to the hospital. Will my holidays or overtime compensation leave be deducted?

<p>Mandy:</p>	<p>Don't worry. The camera has been used for a long time. Chris, I know you were very careful when using it. The damage is not caused by you.</p> <p>Bonnie, you called the company that day to inform us. We also noted that you came back as soon as you could.</p> <p>The Employment Ordinance has strict restrictions on wage deductions. On the other hand, the company has been adopting good human resource management policy. We've always been careful in handling wage deductions. We also show understanding to colleagues' family situations and hope that each of them could work with peace of mind.</p>
<p>All:</p>	<p>Employment Ordinance on Wage Payment</p>
<p>Narrator:</p>	<p>Pay Wages On Time  Handle Wage Deductions with Care  For enquiries, please contact the Labour Department at 2717 1771.</p>