## **August 2019 Payroll Cycle**

	Key Dates	Payroll Tasks in CoreHR		Timing of Payroll
Date		Tasks Requiring Payroll Action	Tasks Requiring Department Action Only	Validation Run
15 July			Tasks completed by 5pm	
16 July				
17 July				
18 July			on the Supplementary	
19 July			Payroll Deadline, 23 July, will be included in the	Up to Payroll Run: may
20 July 21 July			July payroll run.	be run at any time of the day
22 July		-	July payroll run.	uay
23 July	July Supplementary Payroll Deadline	Tasks completed and approved from 11 July until 5pm on the Payroll Deadline, 09 August, will be included in the August		
24 July				
25 July	July Payroll Run		No User Input	
26 July				
27 July				
28 July				
29 July				
30 July	July Pay Day	payroll run.		
31 July			+	
01 August	Stoff Degreet Deadline		Tasks completed from 26 July up to 5 pm on the supplementary deadline,	Once a day from 5pm
02 August 03 August	Staff Request Deadline			
04 August				
05 August	August Casual Payments Deadline			
06 August	and the same of th			
07 August	Support Request & Data Service Deadlines			
08 August				
09 August	August Payroll Deadline		21 August, will be included in the August	
10 August			payroll run.	
11 August			payron ran.	
12 August				
13 August		_		-
14 August		_	+	-
15 August		-	+	Up to Payroll Run: may
16 August 17 August		-	+	be run at any time of the
18 August		-	+	day
19 August		-	+	+
20 August		-	†	†
21 August	August Supplementary Payroll Deadline			
22 August				
23 August	August Payroll Run	Tasks completed and		
24 August	August Fayron Kuri	approved from 10 August	No User Input	
25 August		until 5pm on the Payroll		
26 August	Bank Holiday	Deadline, 10 September,		
27 August		will be included in the September payroll run.		
28 August 29 August	August Pay Day			
30 August	August Fay Day			
31 August				
01 September			Tasks completed from	
02 September			27 August up to 5 pm on	Once a day from 5pm
03 September	Staff Request Deadline		the supplementary	
04 September			deadline, 20 September, will be included in the	
05 September	September Casual Payments Deadline			
06 September	Support Request & Data Service Deadlines		September payroll run.	
07 September				
08 September				
09 September	0 1 1 5 11			
10 September	September Payroll Deadline			
11 September				

For further details regarding which tasks require payroll action, please see the "Working with Payroll Deadlines" document.