

November 2019 Payroll Cycle

Date	Key Dates	Payroll Tasks in CoreHR		Timing of Payroll Validation Run
		Tasks Requiring Payroll Action	Tasks Requiring Department Action Only	
07 October			Tasks completed by 5pm on the Supplementary Payroll Deadline, 23 October, will be included in the October payroll run.	Up to Payroll Run: may be run at any time of the day
08 October	Support Request & Data Service Deadlines			
09 October				
10 October	October Payroll Deadline			
11 October		Tasks completed and approved by 5pm on the Payroll Deadline, 08 November, will be included in the November payroll run.		
12 October				
13 October				
14 October				
15 October				
16 October				
17 October				
18 October				
19 October				
20 October				
21 October				
22 October				
23 October	October Supplementary Payroll Deadline			
24 October	October Payroll Run		No User Input	
25 October				
26 October				
27 October				
28 October			Tasks completed from 28 October up to 5pm on the supplementary deadline, 21 November, will be included in the November payroll run.	
29 October				
30 October	October Pay Day			
31 October				
01 November	Staff Request Deadline			
02 November				
03 November				
04 November				
05 November	November Casual Payments Deadline			
06 November	Support Request & Data Service Deadlines			
07 November		Tasks completed from 26 November up to 5pm on the supplementary deadline, 13 December, will be included in the December payroll run.		
08 November	November Payroll Deadline			
09 November				
10 November				
11 November				
12 November				
13 November				
14 November				
15 November				
16 November				
17 November				
18 November				
19 November				
20 November				
21 November	November Supplementary Payroll Deadline			
22 November	November Payroll Run		No User Input	
23 November				
24 November				
25 November				
26 November		Tasks completed from 26 November up to 5pm on the supplementary deadline, 13 December, will be included in the December payroll run.		
27 November				
28 November	November Pay Day & Staff Request Deadline			
29 November				
30 November				
01 December				
02 December	December Casual Payments Deadline			
03 December	Support Request & Data Service Deadlines			
04 December				
05 December	December Payroll Deadline			
06 December		Tasks completed and approved from 09 November until 5pm on the Payroll Deadline, 05 December, will be included in the December payroll run.		

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