




Peter Franchot
Comptroller

Dhiren V. Shah
Director
Central Payroll Bureau

MEMORANDUM

TO: All State Agencies
Payroll Offices

FROM:  Yalinda Givens
Supervisor, Regular Payroll Operations

DATE: May 11, 2020

SUBJECT: **Advanced Schedule for Regular Payroll-
Pay Period Ending May 19, 2020**

This is a reminder that a state holiday occurs on Monday, May 25, 2020. Therefore, payroll processing schedules will be advanced for the pay period ending May 19, 2020. ETRs will be updated and available for posting on Wednesday, May 13, 2020 after 9:00 a.m.

All ETRs must be approved by Wednesday, May 20, 2020 no later than 3:00 p.m.

A copy of this memo is posted on our website along with additional payroll information. Log on to:
<https://www.marylandtaxes.gov/statepayroll/payroll-officers.php>

If you have further questions, you may call any of the payroll operations staff at 410-260-7401.

cc: CPB Staff