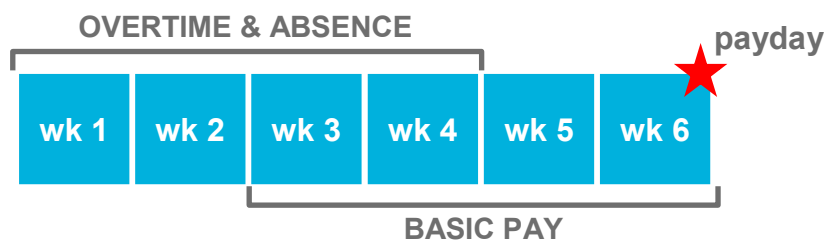


Payroll calendar for 2019

Each payday you will receive:

- 4 weeks of pay for your **contracted hours** (including any allowances) paid up until the Saturday after payday



Payday	Pay dates for contracted hours	Pay dates for overtime and absence	Deadline for changes in MyHR	Deadline for forms sent to HRSS
17/01/19	23/12/18 - 19/01/18	09/12/18 - 05/01/19	03/01/18 (12pm)	31/12/18 (6pm)
14/02/19	20/01/19 - 16/02/19	06/01/19—02/02/19	31/01/19 (12pm)	28/01/19 (6pm)
14/03/19	17/02/19 - 16/03/19	03/02/19—02/03/19	20/02/19 (12pm)	25/02/19 (6pm)
11/04/19	17/03/19 - 13/04/19	03/03/19—30/03/19	28/03/19 (12pm)	25/03/19 (6pm)
09/05/19	14/04/19 - 11/05/19	31/03/19—27/04/19	25/04/19 (12pm)	18/04/19 (6pm)
06/06/19	12/05/19 - 08/06/19	28/04/19—25/05/19	23/05/19 (12pm)	17/05/19 (6pm)
04/07/19	09/06/19 - 06/07/19	26/05/19—22/06/19	20/06/19 (12pm)	17/06/19 (6pm)
01/08/19	07/07/19 - 03/08/19	23/06/19—20/07/19	18/07/19 (12pm)	15/07/19 (6pm)
29/08/19	04/08/19 - 31/08/19	21/07/19—17/08/19	15/08/19 (12pm)	09/08/19 (6pm)
26/09/19	01/09/19 - 28-09/19	18/08/19—14/09/19	12/09/19 (12pm)	09/09/19 (6pm)
24/10/19	29/09/19 - 26/10/19	15/09/19—12/10/19	10/10/19 (12pm)	07/10/19 (6pm)
21/11/19	27/10/19 - 23/11/19	13/10/19—09/11/19	07/11/19 (12pm)	31/10/19 (6pm)
19/12/19	24/11/19 - 21/12/19	10/11/19—07/12/19	05/12/19 (12pm)	02/12/19 (6pm)
16/01/20	22/12/19 - 18/01/20	08/12/19—04/01/20	02/01/20 (12pm)	27/12/19 (6pm)

*. If you enter overtime and absences through MyHR anything approved for weeks 5 & 6 before payroll cut off will also be paid on payday

- Funeralcare Timesheet users will have their overtime paid for 4 weeks up until the Wednesday of week 4