

PAY DATE	FOR OVERTIME AND ADJUSTMENTS	FOR BASIC WEEKS	DEADLINE DATES FOR INFORMATION TO PSG/PAYROLL
17th January 2020	14 th , 21 st , 28 th Dec, 4 th Jan	28 th Dec, 4 th , 11 th , 18 th Jan	6 th January 2020
14th February 2020	11 th , 18 th , 25 th Jan, 1 st Feb	25 th Jan, 1 st , 8 th , 15 th Feb	3 rd February 2020
13th March 2020	8 th , 15 th , 22 nd , 29 th Feb	22 nd , 29 th Feb, 7 th , 14 th March	2 nd March 2020
9th April 2020	7 th , 14 th , 21 st , 28 th March	21 st , 28 th March, 4 th , 11 th April	30 th March 2020
7th May 2020	4 th , 11 th , 18 th , 25 th April	18 th , 25 th April, 2 nd , 9 th May	27 th April 2020
5th June 2020	2 nd , 9 th , 16 th , 23 rd May	16 th , 23 rd , 30 th May, 6 th June	25 th May 2020
3rd July 2020	30 th May, 6 th , 13 th , 20 th June	13 th , 20 th , 27 th June, 4 th July	22 nd June 2020
31st July 2020	27 th June, 4 th , 11 th , 18 th July	11 th , 18 th , 25 th July, 1 st Aug	20 th July 2020
28th August 2020	25 th July, 1 st , 8 th , 15 th August	8 th , 15 th , 22 nd , 29 th Aug	17 th August 2020
25th September 2020	22 nd , 29 th Aug, 5 th , 12 th Sept	5 th , 12 th , 19 th , 26 th Sept	14 th September 2020
23rd October 2020	19 th , 26 th Sept, 3 rd , 10 th Oct	3 rd , 10 th , 17 th , 24 th Oct	12 th October 2020
20th November 2020	17 th , 24 th , 31 st Oct, 7 th Nov	31 st Oct, 7 th , 14 th , 21 st Nov	9 th November 2020
18th December 2020	14 th , 21 st , 28 th Nov, 5 th Dec	28 th Nov, 5 th , 12 th , 19 th Dec	7 th December 2020

- Please note that information received after the deadline date will be processed the following pay date, with the exception of leavers, please continue to notify PSG admin & Payroll of leavers on a daily basis.
- It is important that the information is received on time to ensure correct payment

The Payroll & PSG Administration teams would like to thank you for your co-operation