

PAY DATE	FOR OVERTIME AND ADJUSTMENTS	FOR BASIC WEEKS	DEADLINE DATES FOR INFORMATION TO PSG/PAYROLL
15th January 2021	12th 19th 26th Dec & 2nd Jan	26th Dec & 2nd 9th 16th Jan	1st January 2021
12th February 2021	9th 16th 23rd & 30th Jan	23rd 30th Jan & 6th 13th Feb	29th January 2021
12th March 2021	6th 13th 20th 27 Feb	20th 27th Feb & 6th 13th March	26th February 2021
9th April 2021	6th 13th 20th 27th March	20th 27th March & 3rd 10th April	26th March 2021
7th May 2021	3rd 10th 17th 24th April	17th 24th April & 1st 8th May	23rd April 2021
4th June 2021	1st 8th 15th 22nd May	15th 22nd 29th May & 5th June	21st May 2021
2nd July 2021	29th May & 5th 12th 19th June	12th 19th 26th June & 3rd July	18th June 2021
30th July 2021	26th June & 3rd 10th 17th July	10th 17th 24th 31st July	16th July 2021
27th August 2021	24th 31st July & 7th 14th Aug	7th 14th 21st 28th Aug	13th August 2021
24th September 2021	21st 28th Aug & 4th 11th Sep	4th 11th 18th 25th Sept	10th September 2021
22nd October 2021	18th 25th Sep & 2nd 9th Oct	2nd 9th 16th 23rd Oct	8th October 2021
19th November 2021	16th 23rd 30th Oct & 6th Nov	30th Oct 6th 13th 20th Nov	5th November 2021
17th December 2021	13th 20th 27th Nov & 4th Dec	27th Nov & 4th 11th 18th Dec	3rd December 2021

- 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