

PAY DATE	FOR OVERTIME AND ADJUSTMENTS	FOR BASIC WEEKS	DEADLINE DATES FOR INFORMATION TO PSG/PAYROLL
18th January 2019	15 th , 22 nd , 29 th Dec, 5 th Jan	29 th Dec, 5 th , 12 th , 19 th Jan	5 th January 2019
15th February 2019	12 th , 19 th , 26 th Jan, 2 nd Feb	26 th Jan, 2 nd , 9 th , 16 th Feb	2 nd February 2019
15th March 2019	9 th , 16 th , 23 rd Feb, 2 nd March	23 rd Feb, 2 nd , 9 th , 16 th March	2 nd March 2019
12th April 2019	9 th , 16 th , 23 rd , 30 th March	23 rd , 30 th March, 6 th , 13 th April	30 th March 2019
10th May 2019	6 th , 13 th , 20 th , 27 th April	20 th , 27 th April, 4 th , 11 th May	27 th April 2019
7th June 2019	4 th , 11 th , 18 th , 25 th May	18 th , 25 th May, 1 st , 8 th June	25 th May 2019
5th July 2019	1 st , 8 th , 15 th , 22 nd June	15 th , 22 nd , 29 th June, 6 th July	22 nd June 2019
2nd August 2019	29 th June, 6 th , 13 th , 20 th July	13 th , 20 th , 27 th July, 3 rd Aug	20 th July 2019
30th August 2019	27 th July, 3 rd , 10 th , 17 th August	10 th , 17 th , 24 th , 31 st Aug	17 th August 2019
27th September 2019	24 th , 31 st Aug, 7 th , 14 th Sept	7 th , 14 th , 21 st , 28 th Sept	14 th September 2019
25th October 2019	21 st , 28 th Sept, 5 th , 12 th Oct	5 th , 12 th , 19 th , 26 th Oct	12 th October 2019
22nd November 2019	19 th , 26 th Oct, 2 nd , 9 th Nov	2 nd , 9 th , 16 th , 23 rd Nov	9 th November 2019
20th December 2019	16 th , 23 rd , 30 th Nov, 7 th Dec	30 th Nov, 7 th , 14 th , 21 st Dec	7 th December 2019

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

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

