



Peter Franchot
Comptroller

Robert J. Murphy
Director
Central Payroll Bureau

DATE: August 22, 2017

MEMORANDUM

TO: All State Agencies
Payroll Offices

FROM: Carolyn Kegley
Supervisor, Payroll Operations

SUBJECT: **Advanced Schedule for Regular Payroll-
Pay Period Ending August 29, 2017**

This is a reminder that a state holiday occurs on Monday, September 4, 2017. Therefore, payroll processing schedules will be advanced for the pay period ending August 29, 2017. ETRs will be updated and available for posting on Wednesday, August 23, 2017 at 9a.m.

All ETRs must be approved by Wednesday, August 30, 2017 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:
http://comptroller.marylandtaxes.com/Government_Services/State_Payroll_Services/Payroll_Officers/

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

cc: CPB Staff