



**STATE CONTROLLER'S OFFICE – BULLETIN 01-11-2019**  
Wisconsin Department of Administration – Division of Executive Budget and Finance

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**Year End Payroll Off Cycles**

Central Payroll is planning three rounds of off-cycle payrolls to process year end corrections for W-2 and retirement balances. The first round of the off-cycle payroll corresponds to the usual off cycle schedule to pay employees for errors from PP26, with a payment date of December 21<sup>st</sup>.

Central Payroll issued an email with the schedule for these off-cycle payrolls, which are listed below.

- PP 27.1 off-cycle was dated 12/21 and payroll confirmed on 12/20. The GL for this off-cycle was posted on 12/21.
- PP 27.2 off-cycle was dated 12/27 and payroll confirmed on 1/7. The GL for this off-cycle was posted to **January** on 1/8/19 using an accounting date of 1/3/19.
- PP 27.3 off-cycle will be dated 12/28 and payroll will be confirmed on 1/15. The GL will be posted to **January** on 1/16/19 using an accounting date of 1/3/19.

Central Payroll is indicating that a fourth off-cycle may occur. Agencies will be notified if this happens.

If you have any questions regarding these Year-End Off-Cycles, please contact Karolyn Cassidy at [karolyn.cassidy@wisconsin.gov](mailto:karolyn.cassidy@wisconsin.gov).