



**Peter Franchot**  
*Comptroller*

**Dhiren Shah**  
*Director*  
*Central Payroll Bureau*

DATE: August 26, 2019

**MEMORANDUM**

TO: All State Agencies  
Payroll Offices

FROM: Pamela Foster  
Central Payroll Supervisor

SUBJECT: **Advanced Schedule for Regular Payroll-  
Pay Period Ending August 27, 2019**

This is a reminder that a state holiday occurs on Monday, September 2, 2019. Therefore, payroll processing schedules will be advanced for the pay period ending August 27, 2019. ETRs will be updated and available for posting on Wednesday, August 21, 2019 after 9:00 a.m.

**All ETRs must be approved by Wednesday, August 28, 2019 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.gov/Government\\_Services/State\\_Payroll\\_Services/Payroll\\_Officers/](http://comptroller.marylandtaxes.gov/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