

**STATE OF RHODE ISLAND
DEPARTMENT OF ADMINISTRATION
OFFICE OF ACCOUNTS AND CONTROL**

FY2020

**SCHEDULE FOR SUBMITTING EXCEPTION HOURS REPORT
TO THE STATE CONTROLLER'S OFFICE
FOR FISCAL YEAR ENDING JUNE 30, 2020**

PAY PERIOD #	BI-WEEKLY PAYROLL PERIOD ENDING (SATURDAY)		TRANSMIT TO CENTRAL PAYROLL		PAYDAY (FRIDAY)	
1	JULY	06	JULY	09	JULY	12
2	JULY	20	JULY	23	JULY	26
3	AUGUST	03	AUGUST	06	AUGUST	09
4	AUGUST	17	AUGUST	20	AUGUST	23
5	AUGUST	31	SEPTEMBER	03	SEPTEMBER	06
6	SEPTEMBER	14	SEPTEMBER	17	SEPTEMBER	20
7	SEPTEMBER	28	OCTOBER	01	OCTOBER	04
8	OCTOBER	12	OCTOBER	15	OCTOBER	18
9	OCTOBER	26	OCTOBER	29	NOVEMBER	01
10	NOVEMBER	09	NOVEMBER	12	NOVEMBER	15
11	NOVEMBER	23	NOVEMBER	26	NOVEMBER	29
12	DECEMBER	07	DECEMBER	10	DECEMBER	13
13	DECEMBER	21	DECEMBER	23	DECEMBER	27
14	JANUARY	04	JANUARY	07	JANUARY	10
15	JANUARY	18	JANUARY	21	JANUARY	24
16	FEBRUARY	01	FEBRUARY	04	FEBRUARY	07
17	FEBRUARY	15	FEBRUARY	18	FEBRUARY	21
18	FEBRUARY	29	MARCH	03	MARCH	06
19	MARCH	14	MARCH	17	MARCH	20
20	MARCH	28	MARCH	31	APRIL	03
21	APRIL	11	APRIL	14	APRIL	17
22	APRIL	25	APRIL	28	MAY	01
23	MAY	09	MAY	12	MAY	15
24	MAY	23	MAY	26	MAY	29
25	JUNE	06	JUNE	09	JUNE	12
26	JUNE	20	JUNE	23	JUNE	26

PLEASE NOTE: Every effort must be made to transmit payrolls prior to or by the close of business on the Monday following the end of the payroll ending date. If a holiday occurs on the Monday following the payroll ending date, the payroll **MUST** be transmitted on Tuesday. If a holiday occurs on the Tuesday following the payroll ending date, payroll transmittal **MUST** be on the Monday following the payroll ending date.