



STATE CONTROLLER'S OFFICE – BULLETIN 12-29-2022

Wisconsin Department of Administration – Division of Executive Budget and Finance

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Year End Payroll Off Cycles

Central Payroll has two rounds of off-cycle payrolls to process year end corrections for W-2 and benefit balances. The first round of the off-cycle payroll corresponds to the usual off cycle schedule to pay employees with a paper check from PP26, with a payment date of December 30th.

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

- PP 27.1 off-cycle will be dated 12/30 and payroll will confirm on 12/29. The GL for this off-cycle will be posted on 12/30.
- PP 27.2 off-cycle will also be dated 12/30 and payroll will confirm on 1/09. The GL for this off-cycle will be posted to **December** on 1/10/23 using an accounting date of 12/30/22. This will require the December GL to be temporarily re-opened.

If you have any questions regarding these Year-End Off-Cycles, please contact SCO Accounting Services by email at DOADEFSCOAccountingServices@wisconsin.gov.