



HRM Notification – Pay Period Deadlines

Please see the below reminders for the upcoming pay period deadlines.

December 6th 5:30pm – All longevity entries should be finalized. Administrators should verify entries are correct starting Dec 9th and before HRM goes down December 11th at noon.

December 11th 12:00pm – HRM will go down at **noon** for the Semi-monthly Current payroll.

December 12th 12:00pm – HRM will go down at **noon** for Semi-monthly Arrears payroll.

December 26th 12:00pm – HRM will go down at **noon** for the Semi-monthly Current payroll.

December 27th 12:00pm - HRM will go down at **noon** for Semi-monthly Arrears payroll.

The HRM Help Desk is available to assist with your questions.



(334) 353-9700
Mon-Fri | 8am-5pm CST
HRMSupport@finance.alabama.gov

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