



HRM Production Notification

The HRM application is available. The URL is <https://hrm.staars.alabama.gov> . Take a few minutes to review your employee data. Attached is a job aid for guidance on employee transfers. There are new steps which might be required to successfully complete an employee transfer.

HRM Training staff will offer online assistance on November 4, 5, 6, 7 and 8th. The link for the training session is [Join the meeting now](#) .

For the Go Live Pay Period, you will key all employee updates (including ESMT, time/leave, deductions) in both the GHRS and the new HRM system. Any ESMTs keyed in GHRS and approved after October 29th must be keyed in HRM. eSTART time and leave files will be uploaded to both systems as well on 11/6.

Go Live Pay Periods are as follows:

- Semi-monthly arrears: October 16 – October 31 Paid: November 15
- Semi-monthly current: November 1 – November 15 Paid: November 15

The HRM Help Desk will be available on Saturday November 9th, Sunday November 10th, and Monday November 11th holiday from 10am to 4pm.



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