



NEW PAYROLL SYSTEM (APRIL 30 , 2010) From Calendar Day to Work Day

Auditor-Controller
Announcement
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Frequently Asked Questions

For more details on these issues and other information visit the Employee Portal: <http://payroll.lacounty.gov/faq> or ask your payroll manager.

What Is Changing?

The County will be replacing its payroll system (CWPAY) with the April 30, 2010 payday. With the implementation of the new eHR Payroll System, the County's pay method will be based on scheduled work days rather than calendar days. With this change, an employee's pay will be calculated for hours worked.

eHR Payroll Highlights!

- Replacing a 30-year old payroll system (CWPAY)
- First Payday: April 30, 2010
- Semi-Monthly Pay
- Work Day Pay
- Earnings and Deductions on each pay statement

What Do I Need to Know?

CALENDAR DAY (CURRENT)

In the current payroll system, monthly employees are paid a monthly salary spread over each day of the month.

WORK DAY (NEW)

With the new payroll system, monthly employees are paid a semi-monthly salary spread over each scheduled work day of the pay period.

Does This Impact My Pay?

Employees will not see a change in their total monthly pay except when the leave events described below are reported for less than a full pay period. (More in Issue 5).

ABSENT WITHOUT PAY (AWOP)

The work day hourly rate will be used to determine the amount deducted from an employee's salary when unpaid absences are reported. The deduction to your pay will vary based upon the number of scheduled hours during the pay period.

Changing from monthly to semi-monthly and calendar to work day will not impact non-monthly employees. They are already paid on a semi-monthly work day basis.

PART PAY SICK LEAVE (PPS), 100% SALARY CONTINUATION (4850 BENEFITS), and SHORT TERM DISABILITY (STD)

Employees eligible for 4850 benefits commonly include full-time Lifeguards, Deputy Probation Officers, District Attorney Investigators, Fire Fighters and Sheriff's employees whose principal duties are law enforcement. 4850 benefits as well as PPS and STD benefits will only be recorded on monthly employees' scheduled work days. There is no change to the duration of these benefits.

For more information on the new eHR Payroll System, please visit the LA County Employee Portal at: <http://payroll.lacounty.gov>

