310 Payday

== 310.1 Direct Deposit

You are encouraged to request direct deposit of your paycheck into a checking or savings account by contacting your Personnel Liaison and completing a direct deposit form. Payment information will be available via the Electronic Pay Stub System (EPASS) through computer access at work or from your home.

310.2 Non-Receipt of Pay

If you have not received salary or other pay that you believe is due during the current fiscal year, you may send a written inquiry to the Division of Personnel and Administrative Services.

To obtain payment of salary or other pay that you did not receive during a previous fiscal year, but that you believe was due, you must file a claim with the Department of Central Management Services.

You may request forms to file a back wage claim from the Division of Personnel and Administrative Services or from the Department of Central Management Services.