



Peter Franchot
Comptroller

Robert J. Murphy
Director
Central Payroll Bureau

November 1, 2013

MEMORANDUM

TO: All State Agencies
Payroll Offices

FROM: Dhiren V. Shah
Assistant Director
Central Payroll Bureau

SUBJECT: 27 paydays in calendar year 2013

This is a reminder that for calendar year 2013 there will be twenty-seven paydays for employees paid in the Regular Payroll system. As a result of the extra payday employees will receive an extra biweekly pay, which will be reported on their Annual Wage and Tax Statement for 2013 (Form W-2). In addition, because certain deductions are computed for a 26-pay year, the following deductions will not be taken for pay period ending 12/24/13 with a pay date of 12/30/13 (twenty-seventh payday).

<i>Maryland Charity</i>	<i>403B TSA Plan</i>	<i>Fidelity 403B</i>
<i>Foundation</i>	<i>ROTH 457B</i>	<i>TIAA 457B</i>
<i>Deferred Comp</i>	<i>ROTH 401K</i>	<i>TIAA 403B</i>
<i>401k-Save</i>	<i>Fidelity 457B</i>	

Pay period ending 12/10/13 will be the last pay in calendar 2013 that the above deductions are taken. Employees planning to adjust their contributions to Nationwide Retirement Solutions or other supplemental retirement plans should make a special note of this.

Note that the employees paid through the University of Maryland and the Contractual Payroll system will only have 26 paydays in calendar year 2013.

Thank you.