Payroll Clarity Project

What is Happening and Why?

What is changing?

- We are moving from a Pay By Exception model to a Positive Pay model.

- We are transitioning payroll processing to ADP, one of the nation's leading payroll processing companies.

What are Pay by Exception and Positive Pay?

Pay by Exception

1/12 of your yearly salary (base pay)	**+**	Exceptions (overtime, etc)	**=**	Pay by Exception

Positive Pay

Hours worked	**=**	Positive Pay

What are the benefits of this change?

Speed

With an every-two-week pay period, additional pay like overtime are processed more quickly

Accuracy

By switching to ADP for payroll processing, we are eliminating the risk of human error and reduce the need for corrections.

More clarity

Employees know exactly what they are receiving pay for with each check.

What do I need to do?

The best course of action is to start looking at your finances **now.** Don't wait until January to start!

If you need help with financial planning and would like to speak to a financial counselor, use these resources:

By phone

Employees can call
833–306–0108 to speak with a financial planner.

Online

Employees can visit
guidanceresources.com. Use the Organizational Web ID
ALBEMARLE to register.

What comes next?

- Numerous resources are available to help you plan for this change. These include a paycheck calculator, paycheck modeling, budgeting tools and financial planning assistance.

- Details on financial assistance being offered by the Albemarle County.

- Information on what process changes will be taking place in Kronos.

Questions?

Visit the Payroll Clarity Project's webpage through the Albemarle County Human Resources site. Go to our For Staff page, choose Inside Albemarle: Human Resources, and navigate to the Payroll Clarity Project for Frequently Asked Questions, resources, and more.

Payrollclarityquestions@albemarle.org is also available for additional questions or concerns.