

2002.0 PAYROLL WARRANTS DISTRIBUTION

2002.1 Policy

This policy, which is applicable to all of the Department of Human Services (DHS), establishes requirements for the distribution of biweekly payroll warrants to employees. The policy is in accord with the payroll warrant distribution policy of the State of Arkansas.

2002.2 Warrant Distribution

Employees may view their bi-weekly payroll warrants and direct deposits on the AASIS Employee Self Services pages at the DHS Gold Internet site, or may obtain printed Remuneration Statements from their Timekeepers.

2002.3 Procedures

Operating procedures to support this policy are found in the DHS Administrative Procedures Manual, Chapter 301, Payroll, Section II.D. Payroll Warrant Distribution.

2002.4 Originating Section/Department Contact

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