

Changes to benefits holidays for bi-weekly employees

ANR is scheduled to transition to UCPATH in March 2019. As part of the transition, the timing of the "Benefit Holidays" for Biweekly paid employees will change. Biweekly paid employees have twenty-six (26) paydays per year. Only twenty-four (24) are needed to cover deductions ($24/2 = 12$). Therefore, two Biweekly paydays per year are referred to as "Benefit Holidays" with no flat dollar deductions withheld. In PPS, the Benefit Holiday occurs when three Biweekly **pay period end dates** fall within the same month.

In UCPATH, the Benefit Holiday occurs when three Biweekly **pay dates** fall within the same month. In UCPATH, there will also be two Benefit Holidays for 2019. They will occur on May 29, 2019 and October 30, 2019. To illustrate, May 2019 has three Biweekly paydays (05/01/19, 05/15/19 and 05/29/19); therefore 05/29/19 will have no flat dollar deductions withheld. The same situation will occur in October 2019 as there are again three Biweekly paydays (10/02/19, 10/18/19 and 10/30/19); therefore, 10/30/19 will have no flat dollar deductions withheld.

Due to this change, the Benefit Holiday that was originally scheduled for the January 9, 2019 Biweekly paycheck, will be moved to the May 29, 2019 paycheck. Please note that this change only impacts the timing of when to expect the Benefit Holiday and does not change the amount that employees pay for benefits, nor their earnings for the year.

We appreciate your patience as we prepare for UCPATH go-live. If you have any questions about this one-time change, please contact BOCPayroll@ucanr.edu

For information about ANR's UCPATH implementation, go to ucpath.ucanr.edu . If you have any questions about the implementation, please email ucpath@ucanr.edu .