



2019-2020 Payroll Schedule

ESC of Central Ohio and ESC Council of Governments

	Period Start Date	Period End Date	DEADLINE for Approved Payroll Documents by 9 a.m.	Pay Date
1	08/06/19	08/20/19	08/21/19	09/05/19
2	08/21/19	09/05/19	09/06/19	09/20/19
3	09/06/19	09/20/19	09/23/19	10/04/19
4	09/21/19	10/05/19	10/07/19	10/18/19
5	10/06/19	10/20/19	10/21/19	11/05/19
6	10/21/19	11/05/19	11/06/19	11/20/19
7	11/06/19	11/20/19	11/21/19	12/05/19
8	11/21/19	12/05/19	12/06/19	12/20/19
9	12/06/19	12/20/19	12/23/19	01/03/20
10	12/21/19	01/05/20	01/06/20	01/17/20
11	01/06/20	01/20/20	01/21/20	02/05/20
12	01/21/20	02/05/20	02/06/20	02/20/20
13	02/06/20	02/20/20	02/21/20	03/05/20
14	02/21/20	03/05/20	03/06/20	03/20/20
15	03/06/20	03/20/20	03/23/20	04/03/20
16	03/21/20	04/05/20	04/06/20	04/20/20
17	04/06/20	04/20/20	04/22/20	05/05/20
18	04/21/20	05/05/20	05/06/20	05/20/20
19	05/06/20	05/20/20	05/21/20	06/05/20
20	05/21/20	06/05/20	06/08/20	06/19/20
21	06/06/20	06/20/20	06/22/20	07/03/20
22	06/21/20	07/05/20	07/06/20	07/20/20
23	07/06/20	07/20/20	07/21/20	08/05/20
24	07/21/20	08/05/20	08/06/20	08/20/20

Important Information:

- Approved/Signed Timesheets are to be submitted as the schedule above indicates for timesheet employees.**
 - * All timesheets should be emailed to timesheets@escco.org.
- Employees eligible for Leave benefits must enter all absences in AESOP WITHIN the pay period the absence occurred. Failure to enter absences in a timely manner could result in disciplinary action and/or wages being docked.**
 - * If you do not have an AESOP account, be sure to contact the ESC Help Desk at 614-542-4159. Also, complete a *Request and Authorization for Leave* form until your account can be set up.
 - * Leave forms should be emailed to humanresources@escco.org
- Your direct deposit statement shows which company (ESC or COG) employs you and shows your leave balances. Please allow for a three week lag for leave posting.**
 - * Note: AESOP will not be used to track any leave balance.
 - * Employee Access Center – COG employees can access pay stub notices and other info
- Payroll questions may be emailed to:**

ESC Employees: escpayroll@escco.org

COG Employees: cogpayroll@escco.org