

# Department of Accounts Payroll Bulletin

Calendar Year 2018

October 15, 2018

Volume 2018-14

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## ✓ **Advanced Payroll Training**

The Payroll Bulletin is published periodically to provide CIPPS agencies guidance regarding Commonwealth payroll operations. If you have any questions about the bulletin, please call Cathy McGill at (804) 371-7800 or Email at [cathy.mcgill@doa.virginia.gov](mailto:cathy.mcgill@doa.virginia.gov)

State Payroll Operations

**Acting Director**      **Cathy C. McGill**

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## Advanced Payroll Training Courses

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### **Advanced Payroll Training**

The **Advanced Payroll** training courses accommodate agency personnel who are well versed in CIPPS, but would like additional information on more advanced payroll topics.

**Course Format:**      On-site Lecture

**Course Length:**      One full day (9:00 AM to 4:00 PM)

#### **Dates / Locations Offered:**

- **October 29, 2018 / Northern Virginia VDOT – Fairfax**
- **October 30, 2018 / Department of Accounts – Richmond (Monroe Building)**
- **November 1, 2018 / Patrick Henry Community College - Martinsville**
- **November 6, 2018 / VCCS (Virginia Community College System) - Richmond (Arboretum Place)**

**Targeted Audience:** Agency personnel who are well-versed in CIPPS and would benefit from advanced payroll training, including the following topics:

- Tax Reconciliations
- Quarterly/Year End Adjustment Forms
- Manual Payset Processing
- Certification Checklist
- Stop Payment Processing
- 457 & 403(b) Deduction Review
- Out of State Taxes
- Additional topics may be covered if time permits

**Maximum Attendees: 30 students**

**Agency CIPPS Training Courses**, continued

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**Registration  
Information**

To enroll in one of these courses, please click the link below and choose the appropriate session from page that follows:

<https://www.eventbrite.com/o/doa-state-payroll-operations-11490937420>

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