

STATE CONTROLLER'S OFFICE
PERSONNEL AND PAYROLL SERVICES DIVISION
P.O. BOX 942850
SACRAMENTO, CA 94250-5878

DATE: May 15, 2020 CAL EMPLOYEE CONNECT LETTER #20-002

TO: All Agencies/Campuses in the Uniform State Payroll System

FROM: Jil Barraza, Chief
Personnel and Payroll Services Division

RE: CAL EMPLOYEE CONNECT AND THE PRINTING OF DIRECT DEPOSIT ADVICES

In response to [COVID-19](#), the State Controller's Office (SCO) temporarily suspended the printing of direct deposit advices, beginning with April Master Pay, for a select group of departments that have electronic access to earnings and deduction information through [Cal Employee Connect \(CEC\)](#). This initial temporary suspension only affected master pay cycles. The temporary suppression was revised, effective May 5th, to include all pay cycles except semi-monthly payroll for those departments that were originally selected.

Effective with May Pay Period's Master Pay (May 20th) SCO will temporarily suspend the printing of direct deposit advices for all departments/campuses with access to CEC¹. This will include temporarily suspending the printing of direct deposit advices for all subsequent pay cycles, including daily and semi-monthly payroll, for departments/campuses with access to CEC. As of May 6th, departments/campuses in Wave A and Wave B have access to their earnings statements electronically. A listing of departments by wave can be found [here](#). SCO will continue to print live warrants for these departments/campuses and disburse them as usual.

Employees at these departments/campuses may access their earnings and deductions electronically through [CEC](#). Employees enrolled in direct deposit may also download copies of their direct deposit advices from CEC.

This change will remain in place through the [Governor's State of Emergency](#), after which SCO will resume the printing of all direct deposit advices for all employees enrolled in the Direct Deposit Program. Once SCO has created a method that allows individual employees to request a printed earnings statement, it will permanently discontinue printing earnings statements for employees enrolled in the Direct Deposit Program who do not request a printed earnings statement.

Coordination of this change should be discussed with your Labor Relations Office for any requisite union notification.

Should you have questions or need assistance, please contact connecthelp@sco.ca.gov.

JEB:SH

¹ This suspension excludes agency codes 002, 003, 004, 012, 015, and 019.