

BLACKOUT AHEAD

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From the desk of Sandra Angeles – Senior Manager, HRIS & Workday HR Solutions Lead

The ADP EV5 Blackout Begins Tomorrow at 7:00 p.m. CT!

During the blackout, ADP EV5 will be unavailable until Workday goes live. When ADP EV5 becomes available on Jan. 27, you will have the ability to view current and historical information, but you will not be able to change any data. Make sure all of your data entry into ADP EV5, including processing new hires joining the organization through Jan. 26, is complete. To view the complete list of impacted systems and timelines, visit the [HR Preview page](#).

Payroll Processing - Weekly and Bi-weekly Even Pay Groups

Remember, your payroll for the Jan. 24 paycheck must be completed and submitted **today** so payroll can close by 7:00 p.m. CT tomorrow. There are no exceptions to this deadline. Adjustments cannot be made until Jan. 27 when Workday is live.

Questions?

Send an email to AskHROps@sysco.com.

This message is being sent to HRBPs and payroll processors in Central Warehouse and RDCs, DiTomaso, European Imports, FreshPoint, Guest Worldwide, IFG, SSMG, Supplies on the Fly and SYGMA.