

USA - Change Bank Details

USA - Change Bank Details

If you don't find the answer to your question, please contact the HR support on [Digital Workplace](#)

- I am trying to change my Bank account details in My HR Services but I am receiving an error message related with dates. What should I do?

Answer: When updating the additional Bank account details on My HR Services, the new record should have the 1st date of the new pay period. (Payroll Calendar). For semi-monthly payroll, the pay periods are always From 01(start) to 15th(end) and from 16(start) to the last day of the month. For more information on how to create and/or modify bank account details, click [here](#).

Date last updated: 27 Dec 2023