UNIVERSITY of HAWAI'I®
SYSTEM

February 12, 2014

J.N. Musto, Ph.D
Executive Director
University of Hawai'i Professional Assembly
1017 Palm Drive
Honolulu, Hawaii 96814-1928

RE: Implementation of the UH Paycheck Statement Application

Dear Dr. Musto:

Pursuant to Article I. Recognition of the 2009 – 2015 Unit 7 Agreement and §89-9(c), HRS, the University of Hawaii (UH) is providing an update to the UH Paycheck Statement Application.

As you are aware, the UH Paycheck Statement Application was developed to provide UH employees with secure online access to their current and previous pay/income statements. Security features, beta-testing, and implementation of the website were outlined in my letter of June 26, 2013. Additional details regarding the application (e.g. security safeguards, technical assistance for users, data back-up) were discussed during subsequent meetings and communications between UHPA and UH.

With the successful completion of the application's testing phase, the UH is now prepared to complete the transition from paper pay/income statements to online statements. The UH intends on discontinuing paper pay statements in conjunction with the March 20, 2014 pay date as all University employees are now able to access their pay/income statements securely online over the Paycheck Statement Application website (https://www.hawaii.edu/paystub).

The UH Disbursing and Payroll Office will soon be announcing the change and the availability of the website to employees. Frequently asked questions and a means for employees to provide feedback or request assistance with the application will also be included on the website.

If you have any comments, questions or concerns, please contact Dwight Takeno, Director of Collective Bargaining and Employee Relations at 956-8470 or via email at takeno@hawaii.edu.

Thank you for your time and attention.

Sincerely,

Debra Ann C. Ishii
System Director of Human Resources

c: Dwight Takeno, Director of Collective Bargaining and Employee Relations