## State of Alabama



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TO: All Payroll and Personnel Officers

DATE: January 15, 2016

SUBJECT: W-2's Published on eMAP

W-2's for 2015 are published and available on eMAP. All employees should be made aware of this notification as soon as possible.

Agency and GHRS Security Administrators should be prepared to assist employees who have difficulty accessing or printing their W-2's. All reprints and requests for duplicate W-2's should be handled at the agency level.

**IMPORTANT NOTE:** W-2's for employees who left state service in 2015 have been printed and will be available for pickup in the agency boxes by 3:00p.m. Please ensure these W-2's are distributed to former employees through the normal agency distribution process.

For eMAP assistance, please contact your agency's GHRS Security Administrator or the ISD Help Desk (1-334-242-2222 or <a href="https://help.desk@isd.alabama.gov">help.Desk@isd.alabama.gov</a>)