Electronic Pay Stubs

Commencing on September 18, 2009 the city will be issuing pay stubs using its new Employee Self Service ("ESS") tool, which gives members on-line access to their personnel information — including electronic pay stubs.

The city is adopting the paperless pay stub system to comply with a 2008 local law aimed at protecting the environment by reducing the use of paper.
ESS is part of the New York City Automated Personnel System (NYCAPS). This service is "online" now for all NYPD employees!

Under ESS, those with direct deposit will no longer receive traditional pay stubs. Instead, their pay information will be available in their online account.

ESS provides a much more comprehensive and user-friendly format for viewing pay stubs securely. You will also be able to:

- Change tax withholding amounts
- View and print duplicate W-2 and 1127 forms from previous tax years
- Update name, address, benefit information and other personal information
- Update direct deposit and tax withholding information
- Review pay details including hours worked, overtime amounts and more
- Review deductions taken over a given time period.

You may continue receiving paper pay stubs by changing your Print Status in ESS, or by contacting your Payroll Officer for additional assistance.

To access ESS from the NYPD intranet, go to the Intranet Web site http://cityshare.nycnet/portal/site/cityshare, click on the Human Resources link, then Employee Self-Service and Employee Self-Service Log-In.

To access ESS from home or a location without access to the NYPD intranet, go to https://a127-ess.nyc.gov/psp/prdess/?cmd=login at the city's Internet Web site. Log in using your user ID and password. (Your user ID is the 7-digit employee ID/PMS reference number provided by the NYPD and listed on your paper paycheck/or stub - it is NOT your tax ID number.) For first time users, your initial password is the last two digits of your social security number and then your eight digit birth date (MMDDYYYY).

If you have trouble logging in, contact NYCAPS Central at: employeesupport@dcas.nyc.gov