Payroll lock

The **Payroll lock** prevents any transactions from being posted unless the user has accounts rights as defined in the Maintenance & User Settings

This option should be used by the Accounts department so that they can temporarily ensure no new transactions are entered by ordinary Users while they are transferring to Payroll or Accounts programs.

Tick the box to lock the Payroll. **Untick** when the sensitive operation is over so that timesheets can be processed again.

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