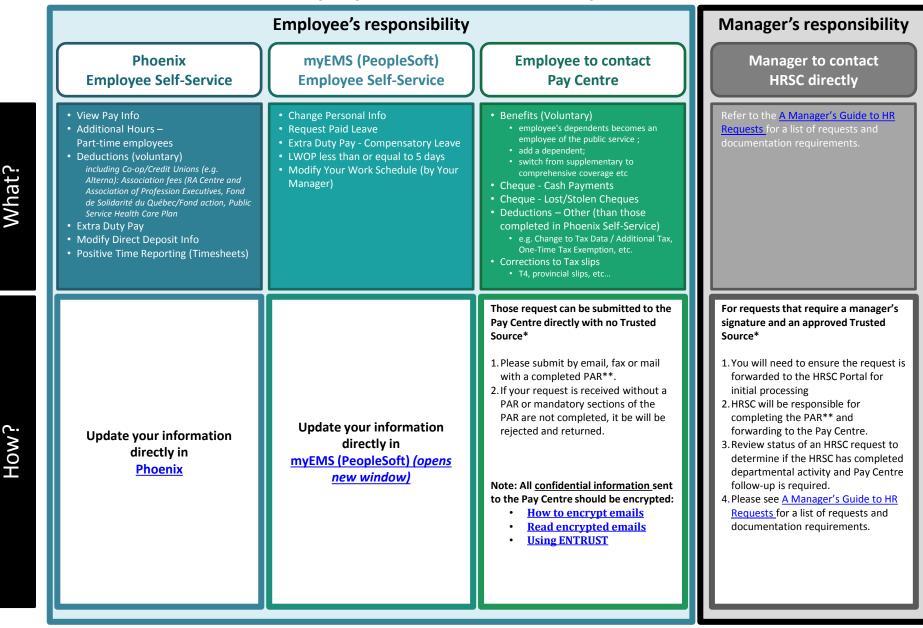
An Employee's Guide to HR Requests



***WHAT IS A TRUSTED SOURCE?** A Trusted Source is an individual, employed by the department, responsible for ensuring Financial Administration Act, Section 34 (S.34) signature authentication before forwarding to the Pay Centre in Miramichi.

**WHAT IS A PAR? The Pay Action Request is a form that must be completed with all requests sent by email, fax or mail to the Pay Centre in Miramichi.