



F.Y.I.

from the Policy Unit

FYI-086

Date: May 12, 2016

SUBJECT: Income Withholding Order (IWO) Calculation

ATLAS calculates the IWO withholding amounts for a 26 and 52 week pay cycle with formulas that take into consideration some surprising facts.. Every five or six years, there are 27 instead of 26 bi-weekly and 53 instead of 52 weekly pay periods, ATLAS takes those facts into consideration and uses the following formulas:

Example: Total monthly obligation amount is \$528.00

26 week pay cycle- $\$528.00 \div 2.1730 = \242.98 per pay period.

52 week pay cycle- $\$528.00 \div 4.3450 = \121.52 per pay period.

The formulas insure the most accurate payments possible throughout the life of the case.

DCSS colleagues are urged to view this information directly on The PORT and not create a separate personal file. You will find this Policy FYI on The PORT [here](#) .