

HR/Payroll Processing/Deadline Calendar

January 2017

January 2017						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2017						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>Jan 2</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">HOLIDAY</div> <div style="border: 1px solid black; padding: 2px;">Weekly Payroll Processed</div>	<p>3</p> <div style="border: 1px solid black; padding: 2px;">Weekly Time Input Begins</div>	<p>4</p> <div style="border: 1px solid black; padding: 2px;">Weekly Pay Day</div>	<p>5</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">3:00pm Weekly Time Approval</div> <div style="border: 1px solid black; padding: 2px;">5:00pm Weekly RAP Approval</div>	<p>6</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Weekly Payroll Processed</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">4:00pm Weekly iJANs Due</div> <div style="border: 1px solid black; padding: 2px;">5:00pm Semi Time Approval</div>
<p>9</p> <div style="border: 1px solid black; padding: 2px;">4:00pm Semi iJANs Due</div>	<p>10</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Weekly Time Input Begins</div> <div style="border: 1px solid black; padding: 2px;">5:00pm Semi RAP Approval</div>	<p>11</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Semi Payroll Processed</div> <div style="border: 1px solid black; padding: 2px;">Weekly Pay Day</div>	<p>12</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">3:00pm Weekly Time Approval</div> <div style="border: 1px solid black; padding: 2px;">5:00pm Weekly RAP Approval</div>	<p>13</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Semi Pay Day</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Semi Time Input Begins</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Weekly Payroll Processed</div> <div style="border: 1px solid black; padding: 2px;">10:00am Weekly iJANs Due</div>
<p>16</p> <div style="border: 1px solid black; padding: 2px;">HOLIDAY</div>	<p>17</p> <div style="border: 1px solid black; padding: 2px;">Weekly Time Input Begins</div>	<p>18</p> <div style="border: 1px solid black; padding: 2px;">Weekly Pay Day</div>	<p>19</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">3:00pm Weekly Time Approval</div> <div style="border: 1px solid black; padding: 2px;">5:00pm Weekly RAP Approval</div>	<p>20</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Weekly Payroll Processed</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">4:00pm Weekly iJANs Due</div> <div style="border: 1px solid black; padding: 2px;">5:00pm Semi Time Approval</div>
<p>23</p>	<p>24</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Weekly Time Input Begins</div> <div style="border: 1px solid black; padding: 2px;">4:00pm Semi iJANs Due</div>	<p>25</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Weekly Pay Day</div> <div style="border: 1px solid black; padding: 2px;">5:00pm Semi RAP Approval</div>	<p>26</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Semi Payroll Processed</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">3:00pm Weekly Time Approval</div> <div style="border: 1px solid black; padding: 2px;">5:00pm Weekly RAP Approval</div>	<p>27</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Weekly Payroll Processed</div> <div style="border: 1px solid black; padding: 2px;">4:00pm Weekly iJANs Due</div>
<p>30</p>	<p>31</p> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Semi Pay Day</div> <div style="border: 1px solid black; padding: 2px; margin-bottom: 2px;">Semi Time Input Begins</div> <div style="border: 1px solid black; padding: 2px;">Weekly Time Input Begins</div>	<p>Feb 1</p>	<p>2</p>	<p>3</p>