

HR/Payroll Processing/Deadline Calendar

August 2017

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

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Jul 31	Aug 1 Weekly Time Input Begins	2 Weekly Pay Day	3 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	4 Weekly Payroll Processed 4:00pm Weekly iJANs Due 5:00pm Semi Time Approval
7	8 Weekly Time Input Begins 4:00pm Semi iJANs Due	9 Weekly Pay Day 5:00pm Semi Rap Approval	10 Semi Payroll Processed 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	11 Weekly Payroll Processed 4:00pm Weekly iJANs Due
14	15 Semi Pay Day Semi Time Input Begins Weekly Time Input Begins	16 Weekly Pay Day	17 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	18 Weekly Payroll Processed 4:00pm Weekly iJANs Due
21 5:00pm Semi Time Approval	22 Weekly Time Input Begins	23 Weekly Pay Day	24 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	25 Weekly Payroll Processed 4:00pm Semi iJANs Due 4:00pm Weekly iJANs Due
28 5:00pm Semi Rap Approval	29 Semi Payroll Processed Weekly Time Input Begins	30 Weekly Pay Day	31 Semi Pay Day Semi Time Input Begins 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	Sep 1