

HR/Payroll Processing/Deadline Calendar

July 2017

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

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Jul 3 Weekly Time Input Begins	4 HOLIDAY	5 Weekly Pay Day	6 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	7 Weekly Payroll Processed 4:00pm Weekly iJANs Due 5:00pm Semi Time Approval
10 4:00pm Semi iJANs Due	11 Weekly Time Input Begins 5:00pm Semi Rap Approval	12 Semi Payroll Processed Weekly Pay Day	13 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	14 Semi Pay Day Semi Time Input Begins Weekly Payroll Processed 4:00pm Weekly iJANs Due
17	18 Weekly Time Input Begins	19 Weekly Pay Day	20 3:00pm Weekly Time Approval 5:00pm Semi Time Approval 5:00pm Weekly RAP Approval	21 Weekly Payroll Processed 4:00pm Weekly iJANs Due
24 4:00pm Semi iJANs Due	25 Weekly Time Input Begins 5:00pm Semi Rap Approval	26 Semi Payroll Processed Weekly Pay Day	27 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	28 Weekly Payroll Processed 4:00pm Weekly iJANs Due
31 Semi Pay Day Semi Time Input Begins	Aug 1	2	3	4