

HR/Payroll Processing/Deadline Calendar

September 2017

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

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Aug 28	29	30	31	Sep 1 Weekly Payroll Processed 10:00am Weekly iJANs Due
4 HOLIDAY	5 Weekly Time Input Begins	6 Weekly Pay Day	7 3:00pm Weekly Time Approval 5:00pm Semi Time Approval 5:00pm Weekly RAP Approval	8 Weekly Payroll Processed 4:00pm Weekly iJANs Due
11 4:00pm Semi iJANs Due	12 Weekly Time Input Begins 5:00pm Semi Rap Approval	13 Semi Payroll Processed Weekly Pay Day	14 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	15 Semi Pay Day Semi Time Input Begins Weekly Payroll Processed 4:00pm Weekly iJANs Due
18	19 Weekly Time Input Begins	20 Weekly Pay Day	21 3:00pm Weekly Time Approval 5:00pm Semi Time Approval 5:00pm Weekly RAP Approval	22 Weekly Payroll Processed 4:00pm Weekly iJANs Due
25 4:00pm Semi iJANs Due	26 Weekly Time Input Begins 5:00pm Semi Rap Approval	27 Semi Payroll Processed Weekly Pay Day	28 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	29 Semi Pay Day Semi Time Input Begins Weekly Payroll Processed 4:00pm Weekly iJANs Due