

January

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2 HOLIDAY OBSERVED	3 Hourly Summaries Due: Pay Period 12/16/16- 12/31/16	4	5	6 Deadline for Paperwork to HRS: Hourly Pay Period 1/1/17-1/15/17 Salary Pay Period 1/16/17 -1/31/17	7
8	9	10	11	12 Hourly Summaries Available: PPE 1/1/17- 1/15/17	13 PAYDAY	14
15	16 HOLIDAY	17 Hourly Summaries Due: Pay Period 1/1/17- 1/15/17 Salary Summaries Due: Pay Period 12/1/16-12/31/16	18	19	20	21
22	23	24 Paperwork to HRS: Hourly Pay Period 1/16/17-1/31/17 Salary Pay Period 2/1/17- 2/15/17	25	26	27	28
29	30 Hourly Summaries Available PPE 1/16/17- 1/31/17 Salary Summaries Available: PPE 1/1/17-1/31/17	31 PAYDAY				

2017

February

Sun

Mon

Tue

Wed

Thu

Fri

Sat

1

Hourly Summaries Due:
Pay Period 1/16/17-
1/31/17

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Deadline for Paperwork
to HRS: Hourly Pay
Period 2/1/17-2/15/17
Salary Pay Period
2/16/17 -2/28/17

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Hourly Summaries
Available: PPE 2/1/17-
2/15/17

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PAYDAY

16

Hourly Summaries Due:
Pay Period 2/1/17-
2/15/17 Salary
Summaries Due: Pay
Period 1/1/17-1/31/17

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Paperwork to HRS:
Hourly Pay Period
2/16/17-2/28/17 Salary
Pay Period 3/1/17-
3/15/17

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Hourly Summaries
Available PPE 2/16/17-
2/28/17 Salary
Summaries Available:
PPE 2/1/17-2/28/17

28

PAYDAY

2017

March

Sun

Mon

Tue

Wed

Thu

Fri

Sat

1

Hourly Summaries Due:
Pay Period 2/16/17-
2/28/17

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Deadline for Paperwork
to HRS: Hourly Pay
Period 3/1/17-3/15/17
Salary Pay Period
3/16/17 -3/31/17

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Hourly Summaries
Available: PPE 3/1/17-
3/15/17

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PAYDAY

16

Hourly Summaries Due:
Pay Period 3/1/17-
3/15/17 Salary
Summaries Due: Pay
Period 2/1/17-2/28/17

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Paperwork to HRS:
Hourly Pay Period
3/16/17-3/31/17 Salary
Pay Period 4/1/17-
4/15/17

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Hourly Summaries
Available PPE 3/16/17-
3/31/17 Salary
Summaries Available:
PPE 3/1/17-3/31/17

31

PAYDAY

2017

April

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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Hourly Summaries Due:
Pay Period 3/16/16-
3/31/16

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Deadline for Paperwork
to HRS: Hourly Pay
Period 4/1/17-4/15/17
Salary Pay Period
4/16/17 -4/30/17

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Hourly Summaries
Available: PPE 4/1/17-
4/15/17

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PAYDAY

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17

Hourly Summaries Due:
Pay Period 4/1/17-
4/15/17 Salary
Summaries Due: Pay
Period 3/1/17-3/31/17

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Deadline for Paperwork
to HRS: Hourly Pay
Period 4/16/17-4/30/17
Salary Pay Period 5/1/17
-5/15/17

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Hourly Summaries
Available PPE 4/16/17-
4/30/17 Salary
Summaries Available:
PPE 4/1/17-4/30/17

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PAYDAY

29

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2017

May

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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Hourly Summaries Due:
Pay Period 4/16/16-
4/30/16

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Deadline for Paperwork
to HRS: Hourly Pay
Period 5/1/17-5/15/17
Salary Pay Period
5/16/17 -5/31/17

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Hourly Summaries
Available: PPE 5/1/17-
5/15/17

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PAYDAY

16

Hourly Summaries Due:
Pay Period 5/1/17-
5/15/17 Salary
Summaries Due: Pay
Period 4/1/17-4/15/17

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Deadline for Paperwork
to HRS: Hourly Pay
Period 5/16/17-5/15/17
Salary Pay Period 6/1/17
-6/15/17

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HOLIDAY

30

Hourly Summaries
Available PPE 5/16/17-
5/30/17 Salary
Summaries Available:
PPE 5/1/17-5/31/17

31

PAYDAY

2017

June

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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Hourly Summaries Due:
Pay Period 5/16/16-
5/31/16

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Deadline for Paperwork
to HRS: Hourly Pay
Period 6/1/17-6/15/17
Salary Pay Period
6/16/17 -6/30/17

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Hourly Summaries
Available: PPE 6/1/17-
6/15/17

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PAYDAY

16

Hourly Summaries Due:
Pay Period 6/1/17-
6/15/17 Salary
Summaries Due: Pay
Period 5/1/17-5/31/17

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Deadline for Paperwork
to HRS: Hourly Pay
Period 6/16/17-6/30/17
Salary Pay Period 7/1/17
-7/15/17

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Hourly Summaries
Available PPE 6/16/17-
6/30/17 Salary
Summaries Available:
PPE 6/1/17-6/30/17

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PAYDAY

2017

July

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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Hourly Summaries Due:
Pay Period 6/16/16-
6/30/16

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HOLIDAY

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Deadline for Paperwork
to HRS: Hourly Pay
Period 7/1/17-7/15/17
Salary Pay Period
7/16/17 -7/31/17

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Hourly Summaries
Available: PPE 7/1/17-
7/15/17

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PAYDAY

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Hourly Summaries Due:
Pay Period 7/1/17-
7/15/17 Salary
Summaries Due: Pay
Period 6/1/17-6/30/17

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Deadline for Paperwork
to HRS: Hourly Pay
Period 7/16/17-7/31/17
Salary Pay Period 8/1/17
-8/15/17

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Hourly Summaries
Available PPE 7/16/17-
7/31/17 Salary
Summaries Available:
PPE 7/1/17-7/31/17

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31

PAYDAY

2017

August

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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Hourly Summaries Due:
Pay Period 7/16/16-
7/31/16

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Deadline for Paperwork
to HRS: Hourly Pay
Period 8/1/17-8/15/17
Salary Pay Period
8/16/17 -8/31/17

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Hourly Summaries
Available: PPE 8/1/17-
8/15/17

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PAYDAY

16

Hourly Summaries Due:
Pay Period 8/1/17-
8/15/17 Salary
Summaries Due: Pay
Period 7/1/17-7/31/17

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Deadline for Paperwork
to HRS: Hourly Pay
Period 8/16/17-8/31/17
Salary Pay Period 9/1/17
-9/15/17

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Hourly Summaries
Available PPE 8/16/17-
8/31/17 Salary
Summaries Available:
PPE 8/1/17-8/31/17

31

PAYDAY

2017

September

Sun

Mon

Tue

Wed

Thu

Fri

Sat

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HOLIDAY

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1
Hourly Summaries Due:
Pay Period 8/16/16-
8/31/16

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Deadline for Paperwork
to HRS: Hourly Pay
Period 9/1/17-9/15/17
Salary Pay Period
9/16/17 -9/30/17

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Hourly Summaries
Available: PPE 9/1/17-
9/15/17

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PAYDAY

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Hourly Summaries Due:
Pay Period 9/1/17-
9/15/17 Salary
Summaries Due: Pay
Period 8/1/17-8/31/17

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Deadline for Paperwork
to HRS: Hourly Pay
Period 9/16/17-9/30/17
Salary Pay Period
10/1/17 -10/15/17

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Hourly Summaries
Available PPE 9/16/17-
9/30/17 Salary
Summaries Available:
PPE 9/1/17-9/30/17

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PAYDAY

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2017

October

Sun
1

Mon
2

Hourly Summaries Due:
Pay Period 9/16/16-
9/30/16

Tue
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Wed
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Thu
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Fri
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Deadline for Paperwork
to HRS: Hourly Pay
Period 10/1/17-10/15/17
Salary Pay Period
10/16/17 -10/31/17

Sat
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12
Hourly Summaries
Available: PPE
10/1/17-10/15/17

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PAYDAY

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Hourly Summaries Due:
Pay Period 10/1/17-
10/15/17 Salary
Summaries Due: Pay
Period 9/1/17-9/30/17

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Deadline for Paperwork
to HRS: Hourly Pay
Period 10/16/17-
10/31/17 Salary Pay
Period 11/1/17 -
11/15/17

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Hourly Summaries
Available PPE 10/16/17-
10/31/17 Salary
Summaries Available:
PPE 10/1/17-10/31/17

31

PAYDAY

2017

November

Sun

Mon

Tue

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Sat

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Hourly Summaries Due:
Pay Period 10/16/16-
10/31/16

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Deadline for Paperwork
to HRS: Hourly Pay
Period 11/1/17-11/15/17
Salary Pay Period
11/16/17 -11/30/17

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Hourly Summaries
Available: PPE
11/1/17-11/15/17

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PAYDAY

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Hourly Summaries Due:
Pay Period 11/1/17-
11/15/17 Salary
Summaries Due: Pay
Period 10/1/17-10/31/17

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Deadline for Paperwork
to HRS: Hourly Pay
Period 11/16/17-
11/30/17 Salary Pay
Period 12/1/17 -
12/15/17

23

HOLIDAY

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FLOATING HOLIDAY

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Hourly Summaries
Available PPE 11/16/17-
11/30/17 Salary
Summaries Available:
PPE 11/1/17-11/30/17

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PAYDAY

2017

December

Sun

Mon

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Sat

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Hourly Summaries Due:
Pay Period 11/16/16-
11/30/16

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Deadline for Paperwork
to HRS: Hourly Pay
Period 12/1/17-12/15/17
Salary Pay Period
12/16/17 -12/31/17

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Salary Payroll Deadline
PPE 12/31/17
Hourly Summaries
Available: PPE
12/1/17-12/15/17

PAYDAY
Hourly Summaries Due:
Pay Period 12//1/17-
12/15/17 Salary
Summaries Due: Pay
Period 11/1/17-11/30/17

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Deadline for Paperwork
to HRS: Hourly Pay
Period 12/16/17-
12/31/17 Salary Pay
Period 1/1/18 -1/15/18

Hourly Summaries
Available PPE 12/16/17-
12/31/17 Salary
Summaries Available:
PPE 12/1/17-12/31/17

FLOATING HOLIDAY

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HOLIDAY

FLOATING HOLIDAY

FLOATING HOLIDAY

ADMINSTRATIVE
CLOSURE

PAYDAY
ADMINSTRATIVE
CLOSURE

31

2017