

Bi-Weekly Payroll Calendar July 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2 PAYDAY (6/15-6/28)	3 INDEPENDENCE DAY HOLIDAY	4
5	6 All docs due for 7/13 starts.	7	8	9 Deadline to submit MSS transactions at 5pm for paycheck 7/12. Payroll processing begins	10 DTA Deadline @ 5pm No addtl pay or MSS transactions.	11 No addtl pay or MSS transactions.
12 BW Pay Period ends: 6/29-7/12. No addtl pay or MSS transactions	13 BW Pay Period Starts. DTA deadline for wrkd hours and online pay correction due @ noon. All docs due for 7/20 starts. DM locked out.	14 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	15 Resume normal payroll processing	16	17 PAYDAY (6/29-7/12)	18
19	20 All docs due for 7/27 starts.	21	22	23 Deadline to submit MSS transactions at 5pm for paycheck 7/26. Payroll processing begins	24 DTA Deadline @ 5pm No addtl pay or MSS transactions.	25 No addtl pay or MSS transactions.
26 BW Pay Period ends: 7/13-7/26. No addtl pay or MSS transactions	27 BW Pay Period Starts. DTA deadline for wrkd hours and online pay correction due @ noon. All docs due for 8/3 starts. DM locked out.	28 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	29 Resume normal payroll processing	30	31 PAYDAY (7/13-7/26)	

Bi-Weekly Payroll Calendar August 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 All docs due for 8/10 starts.	4	5	6 Deadline to submit MSS transactions at 5pm for paycheck 8/9. Payroll processing begins	7 DTA Deadline @ 5pm No addtl pay or MSS transactions.	8 No addtl pay or MSS transactions.
9 BW Pay Period ends: 7/27-8/9. No addtl pay or MSS transactions	10 BW Pay Period Starts. DTA deadline for wrkd hours and online pay correction due @ noon. All docs due for 8/17 starts. DM locked out.	11 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	12 Resume normal payroll processing	13	14 PAYDAY (7/27-8/9)	15
16	17 All docs due for 8/24 starts.	18	19	20 Deadline to submit MSS transactions at 5pm for paycheck 8/23. Payroll processing begins	21 DTA Deadline @ 5pm No addtl pay or MSS transactions.	22 No addtl pay or MSS transactions.
23 BW Pay Period ends: 8/10-8/23. No addtl pay or MSS transactions	24 BW Pay Period Starts. DTA deadline for wrkd hours and online pay correction due @ noon. All docs due for 8/31 starts. DM locked out.	25 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	26 Resume normal payroll processing	27	28 PAYDAY (8/10-8/23) All docs due for 9/7 starts.	29
30	31					

Bi-Weekly Payroll Calendar September 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 Deadline to submit MSS transactions at 5pm for paycheck 9/6. Payroll processing begins	3 DTA Deadline @ 5pm No addtl pay or MSS transactions. All docs due for 9/14 starts.	4 BW Pay Processing Starts. DTA deadline for wrkd hours and online pay correction due @ noon. DM locked out.	5 No addtl pay or MSS transactions.
6 BW Pay Period ends: 8/24-9/6. No addtl pay or MSS transactions	7 LABOR DAY HOLIDAY	8 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	9 Resume normal payroll processing	10	11 PAYDAY (8/24-9/6)	12
13	14 All docs due for 9/21 starts.	15	16	17 Deadline to submit MSS transactions at 5pm for paycheck 9/20. Payroll processing begins	18 DTA Deadline @ 5pm No addtl pay or MSS transactions.	19 No addtl pay or MSS transactions.
20 BW Pay Period ends: 9/7-9/20. No addtl pay or MSS transactions	21 BW Pay Period Starts. DTA deadline for wrkd hours and online pay correction due @ noon. All docs due for 9/28 starts. DM locked out.	22 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	23 Resume normal payroll processing	24	25 PAYDAY (9/7-9/20)	26
27	28 All docs due for 10/5 starts.	29	30			

Bi-Weekly Payroll Calendar October 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 Deadline to submit MSS transactions at 5pm for paycheck 10/4. Payroll processing begins	2 DTA Deadline @ 5pm No addtl pay or MSS transactions.	3 No addtl pay or MSS transactions.
4 BW Pay Period ends: 9/21-10/4. No addtl pay or MSS transactions	5 BW Pay Period Starts. DTA deadline for wrkd hours and online pay correction due @ noon. All docs due for 10/12 starts. DM locked out.	6 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	7 Resume normal payroll processing	8	9 PAYDAY (9/21-10/4)	10
11	12 All docs due for 10/19 starts.	13	14	15 Deadline to submit MSS transactions at 5pm for paycheck 10/4. Payroll processing begins	16 DTA Deadline @ 5pm No addtl pay or MSS transactions.	17 No addtl pay or MSS transactions.
18 BW Pay Period ends: 10/5-10/18. No addtl pay or MSS transactions	19 BW Pay Period Starts. DTA deadline for wrkd hours and online pay correction due @ noon. All docs due for 10/26 starts. DM locked out.	20 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	21 Resume normal payroll processing	22	23 PAYDAY (10/5-10/18)	24
25	26 All docs due for 11/2 starts.	27	28	29 Deadline to submit MSS transactions at 5pm for paycheck 11/1. Payroll processing begins	30 DTA Deadline @ 5pm No addtl pay or MSS transactions.	31 No addtl pay or MSS transactions.

Bi-Weekly Payroll Calendar November 2009

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 BW Pay Period ends: 10/19-11/1. No addtl pay or MSS transactions	2 BW Pay Period Starts. DTA deadline for wrkd hours and online pay correction due @ noon. All docs due for 11/9 starts. DM locked out.	3 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	4 Resume normal payroll processing	5	6 PAYDAY (10/19-11/1)	7
8	9 All docs due for 11/16 starts.	10	11 VETERANS' DAY HOLIDAY	12 Deadline to submit MSS transactions at 5pm for paycheck 11/15. Payroll processing begins	13 DTA Deadline @ 5pm No addtl pay or MSS transactions.	14 No addtl pay or MSS transactions.
15 BW Pay Period ends: 11/2-11/15. No addtl pay or MSS transactions	16 BW Pay Period Starts. DTA deadline for wrkd hours and online pay correction due @ noon. All docs due for 11/23 starts. DM locked out.	17 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	18 Resume normal payroll processing	19	20 PAYDAY (11/2-11/15)	21
22	23 All docs due for 11/30 starts.	24	25	26 THANKSGIVING HOLIDAY	27 THANKSGIVING HOLIDAY	28 No addtl pay or MSS transactions.
29 BW Pay Period ends: 11/16-11/29. No addtl pay or MSS transactions	30 BW Pay Period Starts. DTA deadline for wrkd hours and online pay correction due @ noon. All docs due for 12/7 starts. DM locked out.					

**Bi-Weekly Payroll Calendar
December 2009**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	2 Resume normal payroll processing	3	4 PAYDAY (11/16-11/29)	5
6	7 All docs due for 12/14 starts.	8	9	10	11	12 No addtl pay or MSS transactions.
13 BW Pay Period ends: 11/30-12/13. No addtl pay or MSS transactions	14 BW Pay Period Starts. DTA deadline for wrkd hours and online pay correction @ noon. All docs due for 12/21 starts. DM locked out.	15 Payroll being confirmed ; No addtl pay or MSS transactions. DM locked out.	16 Resume normal payroll Processing All docs due for 12/28 starts.	17	18 PAYDAY (11/30-12/13)	19
20	21 Deadline to submit MSS transactions at 5pm for paycheck 1/2. Payroll processing begins.	22 No addtl pay or MSS transactions.	23 BW Pay Processing Starts. DTA deadline for wrkd hours and online pay correction due @ noon. DM locked out.	24 CHRISTIMAS HOLIDAY	25 CHRISTMAS HOLIDAY	26 No addtl pay or MSS transactions.
27 BW Pay Period ends: 12/14-12/27. No addtl pay or MSS transactions	28 Payroll being confirmed ; No addtl pay or MSS transactions. All docs due for 1/3 starts. DM locked out.	29 Resume normal payroll processing	30	31 PAYDAY (12/14-12/27)		