

May 2001

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<p>1</p> <p>Direct Deposit, W4, W5, due for PPE 04/28 General Deduction Due to PBS for PPE 04/28 *Bi-weekly Job Data for Temporary Classified and Mock Job Classes must be in proposed status and all documents received by HR by 6:00 PM.</p>	<p>2</p> <p>Approvals due by 6 PM (Position and Job Data) 04/28 Biweekly</p>	<p>3</p> <p>Time Collection and other activities for 04/28 Bi-weekly closes at 5:00 PM</p>	<p>4</p> <p>Payroll calc - system closed for input. Reporting available for Inquiry</p>	<p>5</p>
<p>6</p>	<p>7</p> <p>Payroll Register Available for Bi-weekly 01J</p>	<p>8</p>	<p>9</p>	<p>10</p>	<p>11</p> <p>BW PAYDAY Pay End Date 04/28</p>	<p>12</p> <p>Pay End Date (04/29 – 05/12) 01K</p>
<p>13</p>	<p>14</p>	<p>15</p> <p>Direct Deposit, W4, W5, due for PPE 05/12. General Deduction Due to PBS for PPE 05/12 *Bi-weekly Job Data for Temporary Classified and Mock Job Classes must be in proposed status and all documents received by HR by 6:00 PM.</p>	<p>16</p> <p>Approvals due by 6 PM (Position and Job Data) for 05/12 Biweekly</p>	<p>17</p> <p>Time Collection and other activities for 05/12 Bi-weekly closes at 5:00 PM *EOM actions must be in proposed status on PeopleSoft and all documents received by HR (or other approval authority) by 6:00 PM.</p>	<p>18</p> <p>General deductions due for EOM. Direct Deposits, W4, W5, PERA due for EOM. Payroll calc - system closed for input. Reporting available for Inquiry</p>	<p>19</p>
<p>20</p>	<p>21</p> <p>Approvals due by 6 PM (Position and Job Data) Biweekly Payroll rosters available 01K Time Collection and other activities for EOM closes at 6:00 PM</p>	<p>22</p> <p>Payroll calc - system closed for input. Reporting available for Inquiry</p>	<p>23</p> <p>Payroll calc - system closed for input. Reporting available for Inquiry</p>	<p>24</p> <p>Payroll calc - system closed for input. Reporting available for Inquiry</p>	<p>25</p> <p>BW PAYDAY Pay End Date 05/12 EOM Payroll Rosters Available 1MY</p>	<p>26</p> <p>Pay End Date (05/13 – 05/26) 01L</p>
<p>27</p>	<p>28</p>	<p>29</p> <p>Direct Deposit, W4, W5, due for PPE 05/26. General Deduction Due to PBS for PPE 05/26 *Bi-weekly Job Data for Temporary Classified and Mock Job Classes must be in proposed status and all documents received by HR by 6:00 PM</p>	<p>30</p> <p>Approvals due by 6 PM (Position and Job Data) 05/26 Biweekly</p>	<p>31</p> <p>EOM May Payday Time Collection and other activities for 05/26 Bi-weekly closes at 5:00 PM 1MY</p>		

*** NOTE: Classified staff, faculty, professional exempt, graduate and other student appointment transactions requiring approval outside user department must be entered at least 2 business days prior to PBS cutoff**