

April

2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Off-cycle 03/24/22 Payday. BI-WEEKLY 03/19/2022 PAYDAY	2
3	4 Off-cycle 03/31/22 uploads due 5pm.	5 BW TIMESHEET SUBMISSION DUE 12PM.	6 BW SUPERVISOR APPROVALS DUE 3PM. MON TIMESHEET SUBMISSION DUE 12PM	7 MON SUPERVISOR APPROVALS DUE 3PM.	8 Off-cycle 03/31/22 Payday.	9
10	11 Off-cycle 04/07/2022 uploads due 5pm. <u>BIWEEKLY DEADLINE –</u> <u>HIRES 04/17/22 –</u> <u>04/30/22</u>	12	13	14	15 Off-cycle 04/07/2022 Payday. BI-WEEKLY 04/02/2022 PAYDAY <u>MONTHLY DEADLINE – MAY</u> <u>HIRES</u>	16
17	19 NO OFF-CYCLE	19 BW TIMESHEET SUBMISSION DUE 12PM NO OFF-CYCLE	20 BW SUPERVISOR APPROVALS DUE 3PM. NO OFF-CYCLE	21 NO OFF-CYCLE	22 NO OFF-CYCLE THIS WEEK PER EMPLOYEE SERVICES	23
24	25 Off-cycle 04/21/2022 uploads due 5pm. <u>BIWEEKLY DEADLINE –</u> <u>HIRES 05/01/22 –</u> <u>05/14/22</u>	26	27	28	29 MONTHLY 04/30/2022 PAYDAY BI-WEEKLY 04/16/2022 PAYDAY Off-cycle 04/21/2022 Payday	30