

August 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
	SPD Closed - Month End	SPD Closed - Month End	4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing SPD - OPEN	8:00a-Time Editor Opens-PE 08/02/17 Late/Revised Time Docs (Process w/PYRL PE 08/02/17)	5:00p-Time Editor Closes End PS Updates	
6	7	8	9	10	11	12
	BW Payroll Process PE 08/02/2017	BW PAYGL02 Pay Run ID 1803	Mail BW Paychecks 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing		BW Payday-PE 08/02/2017 BW PSFs due PE 08/16/2017	
13	14	15	16	17	18	19
		SPD ON Line User TRNG	4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing GSEP 9AM-4PM	GSEP 9AM-4PM 8:00a-Time Editor Opens-PE 08/16/17 Late/Revised Time Docs (Process w/PYRL PE 08/16/17) Monthly PSFs due	5:00p-Time Editor Closes End PS Updates	
20	21	22	23	24	25	26
	BW Payroll Process PE 08/16/2017	BW PAYGL02 Pay Run ID 1804	Mail BW Paychecks 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing End PS Updates SPD Adhoc Report TRNG	Monthly Payroll Process PE 08/31/2017	BW Payday-PE 08/16/2017 PAYGL02 Run ID M817 BW PSFs due PE 08/30/2017 SPD Gray OUT-Mthly	
27	28	29	30	31	Notes: ** Depending on payroll processing, SPD could be open for redistributions earlier or later. We will announce.	
	Monthly Payroll posted for Redistributions **	Mail Monthly Paychecks Monthly Payroll posted for Redistributions **	4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing Monthly Payroll posted for Redistributions **	8:00a-Time Editor Opens-PE 08/30/17 Late/Revised Time Docs (Process w/PYRL PE 08/30/17) Monthly Payday PE 08/31/2017 SPD Closed - Month End		