

# January 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 <b>New Year's Day</b>  Holiday	2 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing <b>OPEN SPD</b>	3 8:00a-Time Editor Opens-PE 01/02/19	4 2:00p-Time Editor Closes <b>End PS Updates</b>	5
6	7 BW Payroll Process PE 01/02/2019	8 BW PAYGL02 Pay Run ID 1914	9 Mail BW Paychecks 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing <b>SPD ON Line User TRNG</b>	10	11 BW Payday-PE 01/02/2019 BW PSFs due PE 01/16/2019	12
13	14 Late/Revised Time Docs (Process w/PYRL PE 01/16/19)	15 Monthly PSFs due	16 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing <b>SPD Adhoc Tool TRNG</b>	17 8:00a-Time Editor Opens-PE 01/16/19	18 2:00p-Time Editor Closes <b>End PS Updates</b>	19
20	21 <b>Martin Luther King</b>  Holiday	22 BW Payroll Process PE 01/16/2019	23 Mail BW Paychecks BW PAYGL02 Pay Run ID 1915 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing	24 Monthly Payroll Process PE 01/31/2019  SPD Gray OUT- Mthly	25 BW Payday-PE 01/16/2019 BW PSFs due PE 01/30/2019 PAYGL02 Run ID M119 SPD Gray OUT- Mthly	26
27	28 Late/Revised Time Docs (Process w/PYRL PE 01/30/19)  Monthly Payroll posted for Redistributions **	29 Mail Monthly Paychecks  Monthly Payroll posted for Redistributions **	30 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing Monthly Payroll posted for Redistributions **	31 Monthly Payday PE 01/31/2019 8:00a-Time Editor Opens-PE 01/30/19	Notes: <b>Over 90 Day Late Transfer Approvals in Effect for July - September Payrolls as of January</b> ** This schedule is subject to change due to unforeseen system or payroll issues.	