

Payroll Calendar 2019-BS & BH

| PAY NO | POM | Biweekly Salary (BS)      |                        | Biweekly Hourly (BH)      |                        | OPS Time Entry Deadline | Payroll Custodian/ Supervisor Approval Deadline | CHECK DATE | COVERAGE MONTH FOR INSURANCE DEDUCTS |
|--------|-----|---------------------------|------------------------|---------------------------|------------------------|-------------------------|---|------------|--------------------------------------|
|        |     | PAY PERIOD BEGINNING DATE | PAY PERIOD ENDING DATE | PAY PERIOD BEGINNING DATE | PAY PERIOD ENDING DATE |                         |   |            |                                      |
| 1      | 1   | 12/16/18                  | 12/29/18               | 12/09/18                  | 12/22/18               | 12/19/18                | 12/20/18  | 01/04/19   | Feb-2019                             |
| 2      | 2   | 12/30/18                  | 01/12/19               | 12/23/18                  | 01/05/19               | 01/07/19                | 01/08/19  | 01/18/19   | Feb-2019                             |
| 3      | 1   | 01/13/19                  | 01/26/19               | 01/06/19                  | 01/19/19               | 01/22/19                | 01/23/19  | 02/01/19   | Mar-2019                             |
| 4      | 2   | 01/27/19                  | 02/09/19               | 01/20/19                  | 02/02/19               | 02/04/19                | 02/05/19  | 02/15/19   | Mar-2019                             |
| 5      | 1   | 02/10/19                  | 02/23/19               | 02/03/19                  | 02/16/19               | 02/18/19                | 02/19/19  | 03/01/19   | Apr-2019                             |
| 6      | 2   | 02/24/19                  | 03/09/19               | 02/17/19                  | 03/02/19               | 03/04/19                | 03/05/19  | 03/15/19   | Apr-2019                             |
| 7      | 3   | 03/10/19                  | 03/23/19               | 03/03/19                  | 03/16/19               | 03/18/19                | 03/19/19  | 03/29/19   |                                      |
| 8      | 1   | 03/24/19                  | 04/06/19               | 03/17/19                  | 03/30/19               | 04/01/19                | 04/02/19  | 04/12/19   | May-2019                             |
| 9      | 2   | 04/07/19                  | 04/20/19               | 03/31/19                  | 04/13/19               | 04/15/19                | 04/16/19  | 04/26/19   | May-2019                             |
| 10     | 1   | 04/21/19                  | 05/04/19               | 04/14/19                  | 04/27/19               | 04/29/19                | 04/30/19  | 05/10/19   | Jun-2019                             |
| 11     | 2   | 05/05/19                  | 05/18/19               | 04/28/19                  | 05/11/19               | 05/13/19                | 05/14/19  | 05/24/19   | Jun-2019                             |
| 12     | 1   | 05/19/19                  | 06/01/19               | 05/12/19                  | 05/25/19               | 05/28/19                | 05/29/19  | 06/07/19   | Jul-2019                             |
| 13     | 2   | 06/02/19                  | 06/15/19               | 05/26/19                  | 06/08/19               | 06/10/19                | 06/11/19  | 06/21/19   | Jul-2019                             |
| 14     | 1   | 06/16/19                  | 06/29/19               | 06/09/19                  | 06/22/19               | 06/24/19                | 06/25/19  | 07/05/19   | Aug-2019                             |
| 15     | 2   | 06/30/19                  | 07/13/19               | 06/23/19                  | 07/06/19               | 07/08/19                | 07/09/19  | 07/19/19   | Aug-2019                             |
| 16     | 1   | 07/14/19                  | 07/27/19               | 07/07/19                  | 07/20/19               | 07/22/19                | 07/23/19  | 08/02/19   | Sep-2019                             |
| 17     | 2   | 07/28/19                  | 08/10/19               | 07/21/19                  | 08/03/19               | 08/05/19                | 08/06/19  | 08/16/19   | Sep-2019                             |
| 18     | 3   | 08/11/19                  | 08/24/19               | 08/04/19                  | 08/17/19               | 08/19/19                | 08/20/19  | 08/30/19   |                                      |
| 19     | 1   | 08/25/19                  | 09/07/19               | 08/18/19                  | 08/31/19               | 09/03/19                | 09/04/19  | 09/13/19   | Oct-2019                             |
| 20     | 2   | 09/08/19                  | 09/21/19               | 09/01/19                  | 09/14/19               | 09/16/19                | 09/17/19  | 09/27/19   | Oct-2019                             |
| 21     | 1   | 09/22/19                  | 10/05/19               | 09/15/19                  | 09/28/19               | 09/30/19                | 10/01/19  | 10/11/19   | Nov-2019                             |
| 22     | 2   | 10/06/19                  | 10/19/19               | 09/29/19                  | 10/12/19               | 10/14/19                | 10/15/19  | 10/25/19   | Nov-2019                             |
| 23     | 1   | 10/20/19                  | 11/02/19               | 10/13/19                  | 10/26/19               | 10/28/19                | 10/29/19  | 11/08/19   | Dec-2019                             |
| 24     | 2   | 11/03/19                  | 11/16/19               | 10/27/19                  | 11/09/19               | 11/12/19                | 11/13/19  | 11/22/19   | Dec-2019                             |
| 25     | 1   | 11/17/19                  | 11/30/19               | 11/10/19                  | 11/23/19               | 11/25/19                | 11/26/19  | 12/06/19   | Jan-2020                             |
| 26     | 2   | 12/01/19                  | 12/14/19               | 11/24/19                  | 12/07/19               | 12/09/19                | 12/10/19  | 12/20/19   | Jan-2020                             |
| 1      | 1   | 12/15/19                  | 12/28/19               | 12/08/19                  | 12/21/19               | 12/17/19                | 12/18/19  | 01/03/20   | Feb-2020                             |

Revised 12/3/18 by Sara Wood