

March 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 2:00p-Time Editor Closes End PS Updates	2
					OPEN SPD	
3	4 BW Payroll Process PE 02/27/2019	5 BW PAYGL02 Pay Run ID 1918	6 Mail BW Paychecks 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing	7	8 BW Payday-PE 02/27/2019 BW PSFs due PE 03/13/2019	9
10	11 Late/Revised Time Docs (Process w/PYRL PE 03/13/19)	12 Monthly PSFs due	13 SPD On Line User TRNG 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing	14 8:00a-Time Editor Opens-PE 03/13/19	15 2:00p-Time Editor Closes End PS Updates	16
17	18 BW Payroll Process PE 03/13/2019	19 BW PAYGL02 Pay Run ID 1919	20 SPD Adhoc Tool TRNG Mail BW Paychecks 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing End PS Updates	21 Monthly Payroll Process PE 03/30/2019	22 BW Payday-PE 03/13/2019 BW PSFs due PE 03/27/2019 PAYGL02 Run ID M319 SPD Gray OUT- Mthly	23
24	25 Late/Revised Time Docs (Process w/PYRL PE 03/27/19)	26	27 Mail Monthly Paychecks 4:00pm Deadline: Off-cycle Ck Requests due for Fri. PU /Mailing	28 8:00a-Time Editor Opens-PE 03/27/19	29 2:00p-Time Editor Closes End PS Updates Monthly Payday PE 03/30/2019	30
	Monthly Payroll posted for Redistributions **	Monthly Payroll posted for Redistributions **	Monthly Payroll posted for Redistributions **	Monthly Payroll posted for Redistributions **	SPD Closed - Month End	
31	Notes: Over 90 day Late Transfer Approvals in effect for July - November Payrolls as of March *** This schedule is subject to change due to unforeseen system or payroll issues.					