

# September 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Aug 27	Aug 28 <u>2R05</u> Supervisor Lockout at 5PM <u>2R06</u> Grad Actions to Grad School by 5 PM <u>1R02</u> Direct Deposit Strip Off Deadline- NOON	Aug 29 <u>2X04</u> Man Ck Cutoff NOON <u>1R02</u> Dist. Complete	Aug 30 <u>2X04</u> CONFIRM <u>2R05</u> Timekeeper Lockout at 5pm <u>2R05</u> Final Cleanup HR/Grad/Ben 5 PM	Aug 31 <u>1R02</u> PAYDAY <u>2X04</u> Dist. Complete <u>2R05</u> LOCKOUT	1 <u>2X04</u> PAYDAY <u>2R05</u> LOCKOUT/CONFIRM	2
3	<b>LABOR DAY</b>	5	6 <u>1X02</u> Man Ck Cutoff 5 PM <u>2R05</u> Dist. Complete	7	8 <u>2R05</u> PAYDAY  <u>1X02</u> CONFIRM	9
10	11 <u>2R07</u> Grad Actions to Grad School by 5 PM  <u>1X02</u> Dist. Complete	12 <u>2X05</u> Man Ck Cutoff NOON <u>2R06</u> Supervisor Lockout at 5PM	13 <u>2X05</u> CONFIRM	14 <u>2X05</u> Dist. Complete <u>2R06</u> Timekeeper Lockout at 5pm <u>2R06</u> Final Cleanup HR/Grad/Ben 5 PM <u>1R03</u> EPA/SPA Actions & Supplemental Pay to HRIM by 5PM	15 <u>1R03</u> HRIM Lockout <u>1X02</u> PAYDAY <u>2X05</u> PAYDAY <u>2R06</u> LOCKOUT	16
17	18 <u>1R03</u> HRIM Lockout <u>1R03</u> Comp Control Rpts Run 5PM <u>1R03</u> Final Cleanup HR NOON/ Ben 5PM <u>2R06</u> LOCKOUT/CONFIRM	19 <u>1R03</u> LOCKOUT	20 <u>1R03</u> LOCKOUT <u>2R06</u> Dist. Complete	21 <u>1R03</u> LOCKOUT <u>1R03</u> Auth & Supp Pay Rpt to HRIM by 5 PM	22 <u>2R06</u> PAYDAY  <u>1R03</u> LOCKOUT/CONFIRM	23
24	25 <u>2R08</u> Grad Actions to Grad School by 5 PM	26 <u>2R07</u> Supervisor Lockout at 5PM <u>2X06</u> Man Ck Cutoff NOON <u>1R03</u> Direct Deposit Strip Off Deadline - NOON	27 <u>2X06</u> CONFIRM  <u>1R03</u> Dist. Complete	28 <u>2X06</u> Dist. Complete <u>2R07</u> Timekeeper Lockout at 5pm <u>2R07</u> Final Cleanup HR/Grad/Ben 5 PM	29 <u>1R03</u> PAYDAY <u>2X06</u> PAYDAY <u>2R07</u> LOCKOUT	30

