

# January 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 New Year's Day Holiday	2
3 BIW End 1st  Period 01/2010	4	5  Noon Deadline BIW Time Entry & Approval	6	7	8  Reconcile BIW payroll	9
10	11  BIW pay statement available	12  BIW Pay Date - 01/03	13  HR PIF Deadline for BIW 01/17/10 payroll	14	15 Reconcile LGV payroll MTH Time Entry for December Time HR PIF Deadline for Monthly payroll	16
17 BIW End 2nd  Period 02/2010	18 Martin Luther King, Jr Holiday LGV pay statement available	19  5 p.m. Deadline BIW Time Entry & Approval LGV Pay Date	20  5 p.m. Deadline ECR Entry & Approval	21	22  Reconcile BIW payroll	23 IRIS System Maintenance Friday 10 p.m. - Sunday noon
24	25  BIW pay statement available	26  BIW Pay Date - 01/17	27  Reconcile MTH payroll HR PIF Deadline for BIW 01/31/10 payroll	28  MTH pay statement available	29 MTH End  MTH Pay Date	30
31 MTH End BIW End 3rd Period 03/2010						