

May 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 Noon Deadline BIW Time Entry & Approval	3	4	5 Reconcile BIW payroll	6
7	8 BIW pay statement available	9 BIW Pay Date - 04/30	10 HR PIF Deadline for BIW 05/14/17 payroll	11	12	13
14 BIW End 1st Period 11/2017	15 Reconcile LGV payroll MTH Time Entry/Appr for April Time HR PIF Deadline for Monthly payroll	16 Noon Deadline BIW Time Entry & Approval	17	18 LGV pay statement available	19 5 p.m. Deadline ECR Entry & Approval Reconcile BIW payroll LGV Pay Date	20 IRIS System Maintenance Friday 10 p.m. -Sunday noon
21	22 BIW pay statement available	23 HR PIF Deadline for BIW 05/28/17 payroll (1 day early for Holiday) BIW Pay Date - 05/14	24 Reconcile MTH payroll	25	26	27
28 BIW End 2nd Period 12/2017	29 Memorial Day Holiday MTH pay statement available	30 5 p.m. Deadline BIW Time Entry & Approval	31 MTH End MTH Pay Date			