

October 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 BIW End 1st Period 21/2017	2	3 Noon Deadline BIW Time Entry & Approval	4	5	6 Reconcile BIW payroll	7
8	9 BIW pay statement available	10 BIW Pay Date - 10/01	11 HR PIF Deadline for BIW 10/15/17 payroll	12	13	14 IRIS System Maintenance Friday 10 p.m. -Sunday noon
15 BIW End 2nd Period 22/2017	16 Reconcile LGV MTH Time Entry/Appr for September Time HR PIF Deadline for Monthly payroll	17 LGV pay statement available Noon Deadline BIW Time Entry & Approval	18	19 LGV Pay Date	20 5 p.m. Deadline ECR Entry & Approval Reconcile BIW payroll	21
22	23 BIW pay stmt available	24 BIW Pay Date - 10/15	25 HR PIF Deadline for BIW 10/29/17 payroll	26 Reconcile MTH payroll	27 MTH pay statement available	28
29 BIW End 3rd Period 23/2017	30	31 MTH End Noon Deadline BIW Time Entry & Approval MTH Pay Date				