

# January 2022

	Mon	Tue	Wed	Thu	Fri	Sat
					31 New Year's Day Holiday	1
2 BIW End 1st  Period 01/2022	3	4  Noon Deadline BIW Time Entry & Approval	5	6	7  Reconcile BIW payroll	8
9	10  BIW pay statement available	11  BIW Pay Date - 01/02	12  HR PIF Deadline for BIW 01/16 payroll	13	14  MTH Time Entry for <u>December</u> Time HR PIF Deadline for <u>Monthly</u> payroll Reconcile LGV payroll	15
16 BIW End 2nd  Period 02/2022	17  Martin Luther King, Jr Holiday	18  LGV pay stmt available  5 p.m. Deadline BIW Time Entry & Approval	19  LGV Pay Date	20  5 p.m. Deadline ECR Entry & Approval	21  Reconcile BIW payroll	22 IRIS System Maintenance Friday 10 p.m. - Sunday noon
23	24  BIW pay statement available	25  BIW Pay Date - 01/16	26  Reconcile MTH payroll  HR PIF Deadline for BIW 01/30 payroll	27	28  MTH pay statement available	29
30 BIW End 2nd  Period 03/2022	31 MTH End  MTH Pay Date					