

April 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 BIW End 1st Period 08/2018	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 - 04/01	11 HR PIF Deadline for BIW 04/15/18 payroll	12	13	14
15 BIW End 2nd Period 09/2018	16 MTH Time Entry/Appr for March Time HR PIF Deadline for Monthly payroll	17 Reconcile LGV payroll Noon Deadline BIW Time Entry & Approval	18 LGV pay statement available	19 5 p.m. Deadline ECR Entry & Approval LGV Pay Date	20 Reconcile BIW payroll	21 IRIS System Maintenance Friday 10 p.m. -Sunday noon
22	23 BIW pay statement available	24 BIW Pay Date - 04/15	25 Reconcile MTH payroll HR PIF Deadline for BIW 04/29/18 payroll	26	27 MTH pay statement available	28
29 BIW End 3rd Period 10/2018	30 MTH End MTH Pay Date	Noon Deadline BIW Time Entry & Approval				