

September 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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2 BIW End 1st Period 19/2018	3 Labor Day Holiday	4 5 p.m. Deadline BIW Time Entry & Approval	5	6	7 Reconcile BIW payroll	8
9	10 BIW pay statement available	11 BIW Pay Date - 09/02	12 HR PIF Deadline for BIW 09/16 payroll	13	14 HR PIF Deadline for Monthly payroll	15 IRIS Maintenance Friday 10p.m. - Sunday noon
16 BIW End 2nd Period 20/2018	17 Reconcile LGV payroll MTH Time Entry/Appr for August Time HR PIF Deadline for Monthly payroll	18 LGV pay statement available Noon Deadline BIW Time Entry & Approval	19 LGV Pay Date	20 5 p.m. Deadline ECR Entry & Approval	21 Reconcile BIW payroll	22
23	24 BIW pay statement available	25 Reconcile MTH payroll BIW Pay Date - 09/16	26 MTH pay statement available HR PIF Deadline for BIW 09/30 payroll	27	28 MTH Pay Date	29
30 BIW End 3rd Period 21/2018 MTH End						