# HR/Payroll Processing/Deadline Calendar

## October 2024

October 2024
Su Mo Tu We Th Fr Sa
1 2 3 4 5
6 7 8 9 10 11 12
13 14 15 16 17 18 19
20 21 22 23 24 25 26
27 28 29 30 31

November 2024
Su Mo Tu We Th Fr Sa
1 2
3 4 5 6 7 8 9
10 11 12 13 14 15 16
17 18 19 20 21 22 23
24 25 26 27 28 29 30

| MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|---|---|---|---|---|
| Sep 30 | Oct 1<br>5:00pm Weekly HR Transactions | 2<br>Weekly Pay Day | 3<br>3:00pm Weekly Time Approval<br>5:00 pm Weekly RAP Approval | 4<br>Weekly Payroll Processed |
| 7 | 8<br>12:00pm Semi HR Transactions<br>5:00pm Weekly HR Transactions | 9<br>5:00pm Semi RAP Approval<br>Weekly Pay Day | 10<br>3:00pm Weekly Time Approval<br>5:00 pm Weekly RAP Approval<br>Semi Payroll Processed | 11<br>Weekly Payroll Processed |
| 14 | 15<br>Semi Pay Day<br>5:00pm Weekly HR Transactions | 16<br>Weekly Pay Day | 17<br>3:00pm Weekly Time Approval<br>5:00 pm Weekly RAP Approval | 18<br>Weekly Payroll Processed |
| 21 | 22<br>5:00pm Weekly HR Transactions | 23<br>Weekly Pay Day | 24<br>12:00pm Semi HR Transactions<br>3:00pm Weekly Time Approval<br>5:00 pm Weekly RAP Approval | 25<br>5:00pm Semi RAP Approval<br>Weekly Payroll Processed |
| 28<br>Semi Payroll Processed | 29<br>5:00pm Weekly HR Transactions | 30<br>Weekly Pay Day | 31<br>3:00pm Weekly Time Approval<br>5:00 pm Weekly RAP Approval<br>Semi Pay Day | Nov 1 |