

HR/Payroll Processing/Deadline Calendar

October 2026

Monday	Tuesday	Wednesday	Thursday	Friday
			1 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	2 Weekly Payroll Processed
5	6 5:00pm Weekly HR Transactions	7 Weekly Pay Day	8 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval 5:00pm Semi HR Transactions	9 Weekly Payroll Processed 5:00pm Semi RAP Approval
12 Semi Payroll Processed	13 5:00pm Weekly HR Transactions	14 Weekly Pay Day	15 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval Semi Pay Day	16 Weekly Payroll Processed
19	20 5:00pm Weekly HR Transactions	21 Weekly Pay Day	22 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	23 Weekly Payroll Processed 5:00pm Semi HR Transactions
26 5:00pm Semi RAP Approval	27 5:00pm Weekly HR Transactions Semi Payroll Processed	28 Weekly Pay Day	29 3:00pm Weekly Time Approval 5:00pm Weekly RAP Approval	30 Weekly Payroll Processed Semi Pay Day