

FEBRUARY 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Direct Deposit forms due in HR for PPE 02/04/10	2 Off-Cycles due in HR by 3PM	3 Retroactive payment requests due in HR by 10AM	4 Pay Period Ends	5 Payroll Window closes at 2PM	6
7	8 EPAFs due in HR for PPE 02/18/10	9	10 Payroll Window opens at 10AM	11 Off-Cycles due in HR by 3PM	12 APPS forms due in HR for PPE 02/18/10 Pay Day	13
14	15 Direct Deposit forms due in HR for PPE 02/18/10	16 Off-Cycles due in HR by 3PM	17 Retroactive payment requests due in HR by 10AM	18 Pay Period Ends	19 Payroll Window closes at 2PM	20
21	22 EPAFs due in HR for PPE 03/04/10	23	24 Payroll Window opens at 10AM	25 Off-Cycles due in HR by 3PM	26 APPS forms due in HR for PPE 03/04/10 Pay Day	27
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