

# February 2004

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Mon & Biw late pay forms due in PR 11:45  <i>Recap Time Sheets mailed</i>	3	4 <i>Payday for Mon &amp; Biw late pay</i>	5	6 4R/5R PAF's due HR 11:45	7
8	9 4R/5R09 Time Entry by 8:00 pm	10 <b>HRS files closed for payroll processing</b>	11	12	13 <i>Payday 4R/5R09</i>  <i>MPV's mailed</i>	14
15	16 Biw late pay forms due in PR 11:45  <i>Recap Time Sheets mailed</i>	17	18 <i>Payday for Biw late pay</i>  1R/2R PAF's due HR 11:45	19 1R/2R05 Leave Entry by 8:00 pm	20 <b>HRS files closed for payroll processing</b> 4R/5R PAF's due HR 11:45	21
22	23 4R/5R10 Time Entry by 8:00 pm	24 <b>HRS files closed for payroll processing</b>	25	26	27 <i>Payday 4R/5R10 1R/2R05</i>	28
29						