

# May 2004

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 4R/5R15 Time Entry by 8:00 pm  2R MPV's mailed	4 <b>HRS files closed for payroll processing</b>	5 Payday for Mon late pay	6 2R PAF's due HR 11:45	7 <b>Payday 4R/5R15 2R08 Leave Entry by 8:00 pm</b>	8
9	10 <b>HRS files closed for payroll processing</b> Biw late pay forms due in PR 11:45 am <i>Recap Time Sheets mailed</i>	11	12	13 Payday BIW late pay	14 <b>Payday 2R08 1R/3R MPV's mailed</b>  4R/5R PAF's due HR 11:45	15
16	17 4R/5R16 Time Entry by 8:00 pm	18 <b>HRS files closed for payroll processing</b>	19 <u>Last day for Summer Term PAF's to HR</u>	20 4R/5R17 <i>Recap Time Sheets mailed</i> 1R/3R PAF's due HR 11:45	21 <b>Payday 4R/5R16 1R/3R08 Leave En-</b>	22
23	24 <b>HRS files closed for payroll processing</b> Biw late pay forms due in PR 11:45 am	25	26 Payday BIW late pay  4R/5R PAF's due HR 11:45	27 4R/5R17 Time En- try by 8:00 pm	28 <b>Payday 1R/3R08 HRS files closed for payroll processing</b>	29
30	31 <b>HOLIDAY</b>					