

June 2004

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----------|---|---|--|---|--|-----------|
| | | <i>1</i> Mon late pay forms due in PR 11:45 am | <i>2</i> | <i>3</i> | <i>4</i> <i>Payday</i> <i>4R/5R17</i> <i>and</i> <i>Mon late pay</i> | <i>5</i> |
| <i>6</i> | <i>7</i> Biw late pay forms due in PR 11:45 am <i>Recap Time</i> <i>Sheets mailed</i> | <i>8</i> | <i>9</i> <i>Payday for</i> <i>Biw late pay</i> | <i>10</i> | <i>11</i> <i>4R/5R PAF's</i> <i>due HR 11:45</i> | <i>12</i> |
| <i>13</i> | <i>14</i> 4R/5R18 Time Entry by 8:00 pm | <i>15</i> HRS files closed for payroll processing | <i>16</i> | <i>17</i> MPV's mailed | <i>18</i> <i>Payday</i> <i>4R/5R18</i> | <i>19</i> |
| <i>20</i> | <i>21</i> Biw late pay forms due in PR 11:45 am <i>Recap Time</i> <i>Sheets mailed</i> | <i>22</i> <i>1R/3R PAF's</i> <i>due HR 11:45</i> | <i>23</i> <i>Payday for</i> <i>Biw late pay</i> 1R/3R Leave En- try by 8:00 | <i>24</i> HRS files closed for payroll processing | <i>25</i> <i>4R/5R PAF's</i> <i>due HR 11:45</i> | <i>26</i> |
| <i>27</i> | <i>28</i> 4R/5R19 Time Entry by 8:00 pm | <i>29</i> HRS files closed for payroll processing | <i>30</i> <i>Payday</i> <i>1R/3R09</i> | | | |