

November 2005

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 HRS files closed for payroll processing Mon late pay forms due PR 11:45 am	2	3	4 Payday 4R/5R02 and Mon Late Pay	5
6	7 Biw late pay forms due in PR 11:45 am <i>Recap Time</i> <i>Sheets mailed</i>	8	9 <i>Payday</i> <i>Biw Late Pay</i>	10	11 Mail MPV's	12
13	14 4R/5R03 Time entry by 8:00 pm	15 HRS files closed for payroll processing	16	17 <i>Recap Time</i> <i>Sheets mailed</i> 1R/2R02 Leave entry by 8:00 pm	18 Payday 4R/5R03 HRS files closed for payroll processing	19
20	21 Biw late pay forms due in PR 11:45 am	22	23 HOLIDAY	24 HOLIDAY	25 HOLIDAY	26
27	28 4R/5R04 Time entry by 8:00 pm <i>Payday</i> <i>Biw Late Pay</i>	29 HRS files closed for payroll processing	30 Payday 1R/2R02			