

January 2006

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 HOLIDAY	3 HOLIDAY	4 <i>Mon/Biw late pay forms due 11:45</i> Recap Time Sheets mailed	5	6 4R/5R PAF's due HR 11:45	7
8	9 4R5R 07 Time Entry by 8:00 pm <i>Payday for Biw & Mon Late pay</i>	10 HRS files closed for payroll processing	11	12	13 Payday 4R/5R07 Recap Time Sheets mailed	14
15	16 HOLIDAY	17 <i>Biw late pay forms due 11:45</i> MPV's mailed	18	19 <i>Payday for Biw Late pay</i>	20 4R/5R PAF's and 1R/2R PAF's due HR 11:45	21
22	23 4R5R 08 Time Entry by 8:00 pm and 1R/2R04 Leave Entry by 8:00 pm	24 HRS files closed for payroll processing	25 HRS files closed for payroll processing	26	27 Payday 4R/5R08	28
29	30 Recap Time Sheets mailed <i>Biw late pay forms due 11:45</i>	31 Payday 1R/2R04				