December 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1 Run C off-cycle * for 11/15/08 PPED – CID 12/04/08 Time & Leave Interface files for 11/29/08 PPED due by 5:00 p.m.	2 Paysheets Created 1st Pre-Calc for 11/29/08 PPED	3 2nd Pre-Calc for 11/29/08 PPED	4 3rd Pre-Calc for 11/29/08 PPED	5 Regent on-cycle files for 11/29/08 PPED due by 6:00 a.m. Final Pay Calc and Pay Confirm for 11/29/08 PPED	6
7	8 Run A off-cycle * for 11/29/08 PPED – CID 12/12/08	9	10 Run B off-cycle * for 11/29/08 PPED – CID 12/15/08	11	12 **PAYDAY** Time & Leave Interface files for 12/13/08 PPED due by 5:00 p.m.	13
14	15 Run C off-cycle * for 11/29/08 PPED – CID 12/18/08 Paysheets Created 1st Pre-Calc for 12/13/08 PPED	16 2nd Pre-Calc for 12/13/08 PPED	17 Regent on-cycle files for 12/13/08 PPED due by 6:00 a.m. Final Pay Calc and Pay Confirm for 12/13/08 PPED – **CID 12/24/08**	18 Regents' on-cycle for 12/13/08 PPED – CID 12/24/08 Regents' Run A off-cycle files due by 5:00 p.m.	19 Run A off-cycle * for 12/13/08 PPED – CID 12/24/08	20
21	22	23 Regents' Run B off-cycle files due by 5:00 p.m.	24 **PAYDAY** Run B off-cycle * for 12/13/08 PPED – CID 12/31/08 Time & Leave Interface files for 12/27/08 PPED due by 5:00 p m	25 **CHRISTMAS HOLIDAY**	26 **CHRISTMAS HOLIDAY**	27
28	29 Run C off-cycle * for 12/13/08 PPED – CID 01/02/09 Paysheets created 1st Pre-Calc for 12/27/08 PPED	30 2nd Pre-Calc for 12/27/008 PPED	31 3rd Pre-Calc for 12/27/008 PPED		*The deadline for submitting off-cycle files for Regents Institutions is 5:00 p.m. on the preceding business day.	