

Mon	Tue	Wed	Thu	Fri																								
<p>2</p> <p>Holiday</p>	<p>3</p> <p>Semi-monthly Salaried & Wage Payroll Paperwork Deadline 12/25 - 1/9</p> <p>PMIS Update Deadline 1/25-2/9</p>	<p>4</p> <p>Submit December BES Premium Reward Discrepancy Report (PM4405) dated 1/1 required for December Health Care Reconciliation</p> <table border="1"> <tr> <td>Bi-Wkly Wage Cert Deadline</td> <td>VRC 12/18 - 12/31</td> </tr> <tr> <td></td> <td>VDEM 12/9 - 12/22</td> </tr> <tr> <td></td> <td>FCMV 12/14 - 12/27</td> </tr> <tr> <td></td> <td>DOF 12/10 - 12/23</td> </tr> <tr> <td></td> <td>VSP 12/11 - 12/24</td> </tr> <tr> <td></td> <td>APA 12/12 - 12/25</td> </tr> </table>	Bi-Wkly Wage Cert Deadline	VRC 12/18 - 12/31		VDEM 12/9 - 12/22		FCMV 12/14 - 12/27		DOF 12/10 - 12/23		VSP 12/11 - 12/24		APA 12/12 - 12/25	<p>5</p> <p>Distribute Year End Certification to Agencies</p>	<p>6</p> <p>Notify PSB of any PMIS Changes affecting 12/25-1/9 Pay</p> <table border="1"> <tr> <td>Bi-Wkly Wage Pay Day</td> <td>VRC 12/18 - 12/31</td> </tr> <tr> <td></td> <td>VDEM 12/9 - 12/22</td> </tr> <tr> <td></td> <td>FCMV 12/14 - 12/27</td> </tr> <tr> <td></td> <td>DOF 12/10 - 12/23</td> </tr> <tr> <td></td> <td>VSP 12/11 - 12/24</td> </tr> <tr> <td></td> <td>APA 12/12 - 12/25</td> </tr> </table>	Bi-Wkly Wage Pay Day	VRC 12/18 - 12/31		VDEM 12/9 - 12/22		FCMV 12/14 - 12/27		DOF 12/10 - 12/23		VSP 12/11 - 12/24		APA 12/12 - 12/25
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