

<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>
<b>3</b>	<b>4</b> Semi-Monthly Salaried Payroll Paperwork Deadline 7/25 - 8/9, 11am  PMIS Update Deadline 7/25-8/9  Submit July PM4405 activity for processing	<b>5</b>  Ensure Bi-Weekly Wage TAL Batches Loaded or Paperwork Submitted for 8/14 Wage Pay Day Cycle 1 7/19 - 8/1 Cycle 2 7/20 - 8/2 Cycle 3 7/17 - 7/30	<b>6</b>	<b>7</b> Notify PSB of any PMIS Changes affecting 7/25-8/9 Salaried Employees  Distribute Semi-Monthly Pre-Certification to Agy's
<b>10</b> Semi-Monthly Salaried Payroll Certification Deadline 7/25-8/9  CIPPS Leave Paperwork Deadline 7/25-8/9  Distribute Bi-Weekly Pre-Certification to Agy's	<b>11</b> Distribute Semi-Monthly Post-Certification PAT Rpt 10 Comparison of Final Pay Edit to Pay Calc to Agy's  Bi-Weekly Wage Payroll Certification Deadline for 8/14 Wage Pay Day Cycle 1 7/19 - 8/1 Cycle 2 7/20 - 8/2 Cycle 3 7/17 - 7/30	<b>12</b> Distribute Bi-Weekly Post- Certification PAT Rpt 10 Comparison of Final Pay Edit to Pay Calc to Agy's	<b>13</b> CIPPS Leave Keying Deadline - 7/25-8/9  Distribute 3rd Party Pmt's to Agy's re: Salaried & Wage Pay	<b>14</b> Semi-Monthly Employee Pay Day   Bi-Weekly Wage Employee Pay Day
<b>17</b>	<b>18</b> Submit HURMan Taxable Incentive Report (Weight Watchers Subsidy) & HURMan SmartShopper Report for July activity for processing	<b>19</b>  Ensure Bi-Weekly Wage TAL Batches Loaded or Paperwork Submitted for 8/28 Wage Pay Day Cycle 1 8/2 - 8/15 Cycle 2 8/3 - 8/16 Cycle 3 7/31 - 8/13	<b>20</b> Semi-Monthly Salaried Payroll Paperwork Deadline 8/10 - 8/24, 11am  PMIS Update Deadline 8/10-8/24	<b>21</b>
<b>24</b> Distribute Bi-Weekly Pre-Certification to Agy's	<b>25</b> Distribute Semi-Monthly Pre-Certification to Agy's  Notify PSB of any PMIS Changes affecting 8/10-8/24 Salaried Employees  Bi-Weekly Wage Payroll Certification Deadline for 8/28 Wage Pay Day Cycle 1 8/2 - 8/15 Cycle 2 8/3 - 8/16 Cycle 3 7/31 - 8/13	<b>26</b> Semi-Monthly Payroll Certification Deadline 8/10-8/24  CIPPS Leave Paperwork Deadline 8/10-8/24  Distribute Bi-Weekly Post- Certification PAT Rpt 10 Comparison of Final Pay Edit to Pay Calc to Agy's	<b>27</b> Distribute Semi-Monthly Post-Certification PAT Rpt 10 Comparison of Final Pay Edit to Pay Calc to Agy's	<b>28</b> Distribute 3rd Party Pmt's to Agy's re: Salaried & Wage Pay   Bi-Weekly Wage Employee Pay Day
<b>31</b> CIPPS Leave Keying Deadline - 8/10-8/24  July Healthcare Certification Due				

All Agy's have adopted a Cardinal Bi-weekly Payroll Cycle. The Bi-weekly Payroll Cycles are as follows:

- Cycle 1 122, 123, 129, 132, 140, 147, 148, 151, 152, 154, 156, 157, 161, 164, 165, 174, 191, 194, 200, 202, 218, 222, 223, 226, 233, 238, 245, 350, 402, 409, 413, 417, 423, 425, 440, 505, 506, 602, 720, 765, 778, 841, 851, 937, 938, 957, 960
- Cycle 2 133, 136, 141, 143, 201, 241, 848, 948
- Cycle 3 127, 146, 181, 199, 239, 403, 405, 411, 942