

Mon	Tue	Wed	Thu	Fri
<p><b>Student Loan Garnishment Forbearance extended to December 31, 2020</b></p>			1	2 Submit September BES Premium Reward Discrepancy Report (PM4405) dated 10/1 required for September Health Care Reconciliation
5 Semi-Monthly Salaried Payroll Paperwork Deadline 9/25 - 10/9, 11am  PMIS Update Deadline 9/25-10/9  Distribute Bi-Weekly Pre-Certification to Agy's	6  Bi-Weekly Wage Payroll Certification Deadline for 10/9 Wage Pay Day  Cycle 1 9/13 - 9/26 Cycle 2 9/14 - 9/27 Cycle 3 9/11 - 9/24	7 Distribute Bi-Weekly Post-Certification PAT Rpt 10 Comparison of Final Pay Edit to Pay Calc to Agy's  Distribute 3rd Qtr Taxable Wage Certification to Agy's	8 Notify PSB of any PMIS Changes affecting 9/25-10/9 Salaried Employees	9 Semi-Monthly Salaried Payroll Certification Deadline 9/25-10/9  CIPPS Leave Paperwork Deadline 9/25-10/9  3rd Qtr Taxable Wage Certification Due  Bi-Weekly Wage Employee Pay Day
12  <b>Holiday</b>	13 Distribute Semi-Monthly Post-Certification PAT Rpt 10 Comparison of Final Pay Edit to Pay Calc to Agy's	14  Ensure Bi-Weekly Wage TAL Batches Loaded or Paperwork Submitted for 10/23 Wage Pay Day  Cycle 1 9/27 - 10/10 Cycle 2 9/28 - 10/11 Cycle 3 9/25 - 10/8	15 CIPPS Leave Keying Deadline - 9/25-10/9  Distribute 3rd Party Pmt's to Agy's re: Salaried & Wage Pay	16 Semi-Monthly Employee Pay Day  Submit HURMan Taxable Incentive Report (Weight Watchers Subsidy) & HURMan SmartShopper Report for August activity for processing
19 Distribute Bi-Weekly Pre-Certification to Agy's  Distribute VEC FC-20 Tax Returns to Agy's	20 Semi-Monthly Salaried Payroll Paperwork Deadline 10/10 - 10/24, 11am  PMIS Update Deadline 10/10-10/24  Bi-Weekly Wage Payroll Certification Deadline for 10/23 Wage Pay Day  Cycle 1 9/27 - 10/10 Cycle 2 9/28 - 10/11 Cycle 3 9/25 - 10/8	21 Distribute Bi-Weekly Post-Certification PAT Rpt 10 Comparison of Final Pay Edit to Pay Calc to Agy's	22	23 Distribute Semi-Monthly Pre-Certification to Agy's  Notify PSB of any PMIS Changes affecting 10/10-10/24 Salaried Employees  Bi-Weekly Wage Employee Pay Day
26 Semi-Monthly Payroll Certification Deadline 10/10-10/24  CIPPS Leave Paperwork Deadline 10/10-10/24	27 Distribute Semi-Monthly Post-Certification PAT Rpt 10 Comparison of Final Pay Edit to Pay Calc to Agy's  Ensure Bi-Weekly Wage TAL Batches Loaded or Paperwork Submitted for 11/6 Wage Pay Day  Cycle 1 10/11 - 10/24 Cycle 2 10/12 - 10/25 Cycle 3 10/9 - 10/22	28	29 CIPPS Leave Keying Deadline - 10/10-10/24  Distribute 3rd Party Pmt's to Agy's re: Salaried & Wage Pay	30 Semi-Monthly Employee Pay Day  September 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