

June 2023 Payroll Processing Schedule



Division of Human Resources
& Organizational Effectiveness

* Schedule subject to change based on processing requirements. Refer to the Payroll Website for updates.

Sun	Monday	Tuesday	Wednesday	Thursday	Friday	Sat
				1 Monthly Payday	2 #23-20 BW Payday	3
4	5	6	7	8 #23-21 Retro Timesheet & BP Approvals due at 5pm	9	10
11	12 #23-21 Timesheets, BP approvals, PPRs, & Time Off Due @ 11am #23-21 Pay Calculation Results Report available @ Noon	13 #23-21 Pay Calculation Results Report Refreshed @ 10am #23-21 Timesheets Locked Only Timekeepers can update Run Timekeeper Reports	14 #23-21 BW Final Pay Calculation Results Report available @ 2pm	15	16 #23-21 BW Payday Monthly Retro BP approvals due @ 5pm	17
18	19 Juneteenth	20 Monthly Pay Calculation Results Report Available @ Noon	21 Monthly Pay Calculation Results Report Refreshed @ 10am	22 Monthly Pay Calculation Results Report Refreshed @ 10am Monthly PPRs Due @ 11am #23-22 Retro Timesheet & BP Approvals due at 5pm	23 Monthly Pay Calculation Results Report Refreshed @ 10am Current Monthly BP approvals Due @ 5pm	24
25	26 Monthly Pay Calculation Results Report Refreshed @ 10am #23-22 Timesheets, BP approvals, PPRs, & Time Off Due @ 11am #23-22 Pay Calculation Results Report available @ Noon	27 #23-22 Pay Calculation Results Report Refreshed @ 10am Monthly Final Pay Calculation Results Report available @ 2 pm #23-22 Timesheets Locked Only Timekeepers can update Run Timekeeper Reports	28 #23-22 BW Final Pay Calculation Results Report available @ 2pm	29	30 #23-22 BW Payday	