

B/P/P Production Schedule

September 2014

Monday	Tuesday	Wednesday	Thursday	Friday																																																																																				
1 BILL0011(PH)  Labor Day for I, J, K, N, P, R, T, W Insurance Initialization	2 BILL0049 (BILL0011)	3 INSUR019/13W - 11am ? INSURW90	4	5																																																																																				
8	9	10 BILL0005-Bank Draft Edit Report INSUR019/13W - 11am INSURW90	11	12																																																																																				
15 BILL0006 - Noon: PastDue Notices INSURA20	16 3 pm - Biweekly Payroll Calculation #15-01 BILL0009 - Cancellations	17 INSUR019/13W - 11am INSURW90	18	19 BILL0007/015/019 - Retiree Billing Month End - Current Month																																																																																				
22 BILL0008-Retiree Bills and Bank Drafts - 11 A.M.	23 BILL0049	24 INSUR019/13W - 11am INSURW90	25 3 pm - Monthly Payroll Calculation MONTH-END	26																																																																																				
29	30 BILL0010 - Last Day PrePay Rpt - Current Month INSUR019/13W - 11am INSURW90 INSUR13M - 11am	Aug 2014 <table><tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr><tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr><tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr></table>	M	T	W	T	F	S	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Oct 2014 <table><tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr><tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr><tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr><tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr><tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr></table>	M	T	W	T	F	S	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
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B/P/P Production Schedule

October 2014

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6 BILL0004/0006-Requested Bills & PastDue Notices	7 3 pm - Biweekly Payroll Calculation #15-03	8 INSUR019/13W - 11am INSURW90	9	10																																																																																				
13	14	15 BILL0005-Bank Draft Edit Report BILL0009 - Cancellations INSUR019/13W - 11am INSURW90	16	17 BILL0007/015/019 - Retiree Billing Month End - Current Month																																																																																				
20 BILL0008-Retiree Bills and Bank Drafts - 11 A.M.	21 3 pm - Biweekly Payroll Calculation #15-04 BILL0049	22 INSUR019/13W - 11am INSURW90	23 3 pm - Monthly Payroll Calculation	24																																																																																				
			MONTH-END																																																																																					
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B/P/P Production Schedule

November 2014

Monday	Tuesday	Wednesday	Thursday	Friday
3 INSUR022 - 3 pm INSURA10: Full Census File ML	4 3 pm - Biweekly Payroll Calculation #15-05	5 BILL0004/0006-Requested Bills & PastDue Notices INSUR019/13W - 11am INSURW90	6	7
10	11 Veteran's Day: K and O	12 BILL0005-Bank Draft Edit Report INSUR019/13W - 11am INSURW90	13	14
17 BILL0009 - Cancellations	18	19 BILL0007/015/019 - Retiree Billing Month End - Current Month INSUR019/13W - 11am INSURW90	20 3 pm - Monthly Payroll Calculation BILL0008-Retiree Bills and Bank Drafts - 11 A.M.	21 BILL0049
MONTH-END				
24	25	26 INSUR019/13W - 11am INSURW90 INSUR13M - 11am	27 Thanksgiving Day	28 BILL0010 - Last Day PrePay Rpt - Current Month BUDGT009/MONLD* Thanksgiving

Oct 2014						
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B/P/P Production Schedule

December 2014

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1 INSUR022 - 3 pm	2 3 pm - Biweekly Payroll Calculation #15-07	3 INSUR019/13W - 11am INSURW90	4	5 BILL0004/0006-Requested Bills & PastDue Notices																																																																																				
8	9	10 BILL0005-Bank Draft Edit Report INSUR019/13W - 11am INSURW90	11	12 3 pm - Biweekly Payroll Calculation #15-08																																																																																				
15 BILL0009 - Cancellations	16 3 pm - Monthly Payroll Calculation BILL0007/015/019 - Retiree Billing Month End - Current Month MONTH-END	17 INSUR019/13W - 11am INSURW90	18 3 pm - Biweekly Payroll Calculation #15-09 BILL0008-Retiree Bills and Bank Drafts - 11 A.M.	19 BILL0049																																																																																				
22	23 BILL0010 - Last Day PrePay Rpt - Current Month INSUR019/13W - 11am INSURW90 INSUR13M - 11am Christmas Break for P	24	25	26																																																																																				
29	30	31	Nov 2014 <table><tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr><tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr><tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr><tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr><tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr></table> Jan 2015 <table><tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr><tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr><tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr></table> Christmas Break: All		M	T	W	T	F	S	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	M	T	W	T	F	S	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
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B/P/P Production Schedule

January 2015

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		3 pm - Biweekly Payroll Calculation #15-10		BILL0005-Bank Draft Edit Report INSUR019/13W - 11am INSURW90		BILL0009 - Cancellations INSURA20																																													
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Martin Luther King, Jr. Day: All				INSUR019/13W - 11am INSURW90		3 pm - Monthly Payroll Calculation BILL0007/015/019 - Retiree Billing Month End - Current Month		BILL0008-Retiree Bills and Bank Drafts - 11 A.M.																																											
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BILL0049		3 pm - Biweekly Payroll Calculation #15-11						BILL0010 - Last Day PrePay Rpt - Current Month INSUR019/13W - 11am INSURW90 INSUR13M - 11am																																											
MONTH-END																																																			

B/P/P Production Schedule

February 2015

Monday	Tuesday	Wednesday	Thursday	Friday
2 INSUR022 - 3 pm	3	4 INSUR019/13W - 11am INSURW90 Supplemental Pay-Calc at Noon	5 BILL0004/0006-Requested Bills & PastDue Notices	6
9	10 3 pm - Biweekly Payroll Calculation #15-12	11 BILL0005-Bank Draft Edit Report INSUR019/13W - 11am INSURW90	12	13
16 BILL0009 - Cancellations	17	18 INSUR019/13W - 11am INSURW90	19 3 pm - Monthly Payroll Calculation BILL0007/015/019 - Retiree Billing Month End - Current Month	20 BILL0008-Retiree Bills and Bank Drafts - 11 A.M.
23 BILL0049	24 3 pm - Biweekly Payroll Calculation #15-13 MONTH-END	25	26	27 BILL0010 - Last Day PrePay Rpt - Current Month INSUR019/13W - 11am INSURW90 INSUR13M - 11am

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B/P/P Production Schedule

March 2015

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2 INSUR022 - 3 pm	3	4 INSUR019/13W - 11am INSURW90 Supplemental Pay-Calc at Noon	5 BILL0004/0006-Requested Bills & PastDue Notices	6																																																																																				
9	10 3 pm - Biweekly Payroll Calculation #15-14	11 BILL0005-Bank Draft Edit Report INSUR019/13W - 11am INSURW90	12	13																																																																																				
		Spring Break for T Spring Break for L																																																																																						
16 BILL0009 - Cancellations	17 BILL0007/015/019 - Retiree Billing Month End - Current Month INSUR019/13W - 11am INSURW90	18	19	20																																																																																				
		Spring Break: F, K, P Spring Break: I, J, N, O, R Spring Break: A, C, D, E, G, M, S, W, X																																																																																						
23 BILL0008-Retiree Bills and Bank Drafts - 11 A.M.	24 3 pm - Biweekly Payroll Calculation #15-15 BILL0049	25 INSUR019/13W - 11am INSURW90	26 3 pm - Monthly Payroll Calculation	27																																																																																				
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30	31 BILL0010 - Last Day PrePay Rpt - Current Month INSUR019/13W - 11am INSURW90 INSUR13M - 11am	Feb 2015 <table><tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr><tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr><tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr><tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr><tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td></td></tr></table> Apr 2015 <table><tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th><th>S</th></tr><tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr><tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr><tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr><tr><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td><td></td></tr></table>			M	T	W	T	F	S	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28		M	T	W	T	F	S	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
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B/P/P Production Schedule

April 2015

Monday	Tuesday	Wednesday	Thursday	Friday
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6 BILL0004/0006-Requested Bills & PastDue Notices	7 3 pm - Biweekly Payroll Calculation #15-16	8 INSUR019/13W - 11am INSURW90	9	10
13	14	15 BILL0005-Bank Draft Edit Report BILL0009 - Cancellations INSUR019/13W - 11am INSURW90	16	17 BILL0007/015/019 - Retiree Billing Month End - Current Month
20 BILL0008-Retiree Bills and Bank Drafts - 11 A.M.	21 3 pm - Biweekly Payroll Calculation #15-17 BILL0049	22 INSUR019/13W - 11am INSURW90	23 3 pm - Monthly Payroll Calculation	24
			MONTH-END	
27	28	29 PERS0015 - Drop Dependents Supplemental Pay-Calc at Noon	30 BILL0010 - Last Day PrePay Rpt - Current Month BUDGT009/MONLD* INSUR019/13W - 11am INSURW90 INSUR13M - 11am	

B/P/P Production Schedule

May 2015

Monday	Tuesday	Wednesday	Thursday	Friday																																																																																				
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25	26 BILL0049	27	28 BILL0013 - Delete Billing Invoices	29 BILL0010 - Last Day PrePay Rpt - Current Month INSUR019/13W - 11am INSURW90 INSUR13M - 11am																																																																																				
Memorial Day: ALL																																																																																								

B/P/P Production Schedule

June 2015

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29	30 3 pm - Biweekly Payroll Calculation #15-22 BILL0010 - Last Day PrePay Rpt - Current Month INSUR019/13W - 11am INSURW90 INSUR13M - 11am	May 2015 <table><tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr><tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr></table>			M	T	W	T	F	S	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
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B/P/P Production Schedule

July 2015

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B/P/P Production Schedule

August 2015

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