

# September 2021

## Workday Services Scheduled Activities

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<p>6</p> <p>Labor Day Observed by All, except: FLT</p>	<p>7</p> <p>#22-01: BW (Production): Confirm Schedule of Midnight BW Calc for On-Cycle Pymts</p> <p>#22-01: BW (Workstations): Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</p>	<p>8</p> <p>#22-01: BW (Production): - Recalculate payroll - Run Pay Complete - Settlement</p> <p>#22-01: BW (Workstations): Confirm Payroll Completion before 9 AM</p>	<p>9</p>	<p>10</p> <p>Biweekly Pay Day #22-01</p>																																																																																																		
<p>13</p>	<p>14</p>	<p>15</p>	<p>16</p>	<p>17</p> <p>#22-02: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</p> <p>#22-02: BW (Production): Schedule Midnight Run of BW Calc for On-Cycle Payments</p>																																																																																																		
<p>20</p> <p>Initiate Monthly Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</p> <p>Monthly Payroll (Production): Schedule Midnight Run of Monthly Calc for On-Cycle Payments</p>	<p>21</p> <p>#22-02: BW (Production): Confirm Schedule of Midnight BW Calc for On-Cycle Pymts</p> <p>#22-02: BW (Workstations): Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</p>	<p>22</p> <p>#22-02: BW (Production): - Recalculate payroll - Run Pay Complete - Settlement</p> <p>#22-02: BW (Workstations): Confirm Payroll Completion before 9 AM</p>	<p>23</p>	<p>24</p> <p>Monthly Payroll (Production): Confirm Schedule of Midnight Monthly Calc for On-Cycle Pymts</p> <p>Workstations: Review Pay Calc &amp; Complete Retro Pay Results; Review Payroll Reports</p> <p>Biweekly Pay Day #22-02</p>																																																																																																		
<p>27</p> <p>Monthly Payroll (Production): - Recalculate - Run Pay Complete - Settlement</p> <p>Workstations: Confirm Payroll Completion before 9 AM</p>	<p>28</p>	<p>29</p>	<p>30</p>																																																																																																			

# October 2021

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<p><b>11</b></p> <p>Columbus Day for V</p>	<p><b>12</b></p>	<p><b>13</b></p>	<p><b>14</b></p>	<p><b>15</b></p> <p>#22-04: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</p> <p>#22-04: BW (Production); Schedule Midnight Run of BW Calc for On-Cycle Payments</p>																																																																																											
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<p><b>8</b></p>	<p><b>9</b></p>	<p><b>10</b></p>	<p><b>11</b></p> <p>Veterans Day Observed by: B K V</p>	<p><b>12</b></p> <p>#22-06: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</p> <p>#22-06: BW (Production): Schedule Midnight Run of BW Calc for On-Cycle Payments</p>																																																																																																		
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# January 2022

## Workday Services Scheduled Activities

Monday	Tuesday	Wednesday	Thursday	Friday																																																																																																		
<p>3</p> <p>Monthly Pay Day</p>	<p>4</p>	<p>5</p> <p>Supplemental Calc/Settle</p>	<p>6</p>	<p>7</p> <p>#22-10: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</p> <p>#22-10: BW (Production); Schedule Midnight Run of BW Calc for On-Cycle Payments</p> <p>Supplemental Pay Day</p>																																																																																																		
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<p>17</p> <p>Martin Luther King, Jr. Day</p>	<p>18</p>	<p>19</p>	<p>20</p> <p>Initiate Monthly Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</p> <p>Monthly Payroll (Production): Schedule Midnight Run of Monthly Calc for On-Cycle Payments</p>	<p>21</p> <p>#22-11: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation</p> <p>#22-11: BW (Production): Schedule Midnight Run of BW Calc for On-Cycle Payments</p>																																																																																																		
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# February 2022

## Workday Services Scheduled Activities

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21 President's Day for: B V	22 #22-13: BW (Production): Confirm Schedule of Midnight BW Calc for On-Cycle Pymts #22-13: BW (Workstations): Review Pay Calc & Complete Retro Pay Results; Review Payroll Reports	23 #22-13: BW (Production): - Recalculate payroll - Run Pay Complete - Settlement #22-13: BW (Workstations): Confirm Payroll Completion before 9 AM Monthly Payroll (Production): Confirm Schedule of Midnight Monthly Calc for On-Cycle Pymts Workstations: Review Pay Calc & Complete Retro Pay Results; Review Payroll Reports	24 Monthly Payroll (Production): - Recalculate - Run Pay Complete - Settlement Workstations: Confirm Payroll Completion before 9 AM	25 Biweekly Pay Day #22-13																																																																																																									
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# March 2022

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# April 2022

## Workday Services Scheduled Activities

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# May 2022

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# July 2022

## Workday Services Scheduled Activities

Monday	Tuesday	Wednesday	Thursday	Friday																																																																													
<div style="display: flex; justify-content: space-around;"> <table border="1" style="border-collapse: collapse; text-align: center;"> <caption>Jun 2022</caption> <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>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> <table border="1" style="border-collapse: collapse; text-align: center;"> <caption>Aug 2022</caption> <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>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table> </div>				M	T	W	T	F	S	S	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					<p style="font-size: 2em; color: red;">1</p> <div style="background-color: #4CAF50; color: white; padding: 5px; text-align: center;">             Monthly Pay Day              Biweekly Pay Day #22-22         </div>
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<p style="font-size: 2em; color: red;">4</p> <div style="background-color: #800000; color: white; padding: 5px; text-align: center;">             Independence Day         </div>	<p style="font-size: 2em; color: red;">5</p>	<p style="font-size: 2em; color: red;">6</p>	<p style="font-size: 2em; color: red;">7</p>	<p style="font-size: 2em; color: red;">8</p> <div style="border: 1px solid green; padding: 5px; margin-bottom: 5px;">             #22-23: Initiate BW Pay Cycle -              Inbound Integration - Input              Review - Retro Pay              Calculation         </div> <div style="border: 1px solid green; padding: 5px;">             #22-23: BW (Production):              Schedule Midnight Run of BW Calc              for On-Cycle Payments         </div>																																																																													
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# August 2022

## Workday Services Scheduled Activities

Monday	Tuesday	Wednesday	Thursday	Friday																																																																																																				
1          Monthly Pay Day	2	3          Supplemental Calc/Settle	4	5   #22-25: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation  #22-25: BW (Production): Schedule Midnight Run of BW Calc for On-Cycle Payments  Supplemental Pay Day																																																																																																				
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15	16	17	18  Initiate Monthly Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation  Monthly Payroll (Production): Schedule Midnight Run of Monthly Calc for On-Cycle Payments	19  #22-26: Initiate BW Pay Cycle - Inbound Integration - Input Review - Retro Pay Calculation  #22-26: BW (Production): Schedule Midnight Run of BW Calc for On-Cycle Payments																																																																																																				
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