

**B2 Payroll Schedule**  
**January 2022 - March 2022**

Period	Start Date	End Date	Pay	Payroll Run Day	<b>Deadlines are 5:00 PM</b>	
					Manager Timecard Approval Deadline	Deadline for Documents to HRSC to meet Payroll
1 2022 Bi-Week	19-Dec-21	1-Jan-22	7-Jan-22	2-Jan-22	30-Dec-21	19-Dec-21
2 2022 Bi-Week	2-Jan-22	15-Jan-22	21-Jan-22	16-Jan-22	13-Jan-22	2-Jan-22
3 2022 Bi-Week	16-Jan-22	29-Jan-22	4-Feb-22	30-Jan-22	27-Jan-22	16-Jan-22
4 2022 Bi-Week	30-Jan-22	12-Feb-22	18-Feb-22	13-Feb-22	10-Feb-22	30-Jan-22
5 2022 Bi-Week	13-Feb-22	26-Feb-22	4-Mar-22	27-Feb-22	24-Feb-22	13-Feb-22
6 2022 Bi-Week	27-Feb-22	12-Mar-22	18-Mar-22	13-Mar-22	10-Mar-22	27-Feb-22
7 2022 Bi-Week	13-Mar-22	26-Mar-22	1-Apr-22	27-Mar-22	<b>** TBD</b>	13-Mar-22

**\*\* See Communication regarding Fiscal Year End Timecard Requirements**