

**M1 Payroll Schedule
January 2022 - December 2022**

Period	Start Date	End Date	Pay	Payroll Run Day	Deadlines are 5:00 PM		
					Manager Timecard Approval Deadline		Deadline for Documents to HRSC to Meet Payroll
					With Supplementary Pay	Without Supplementary Pay	
1 2022 Calendar Month	1-Jan-22	31-Jan-22	31-Jan-22	26-Jan-22	25-Jan-22	4-Feb-22	7-Jan-22
2 2022 Calendar Month	1-Feb-22	28-Feb-22	28-Feb-22	23-Feb-22	22-Feb-22	4-Mar-22	7-Feb-22
3 2022 Calendar Month	1-Mar-22	31-Mar-22	31-Mar-22	23-Mar-22	** TBD	** TBD	7-Mar-22
4 2022 Calendar Month	1-Apr-22	30-Apr-22	29-Apr-22	20-Apr-22	19-Apr-22	5-May-22	7-Apr-22
5 2022 Calendar Month	1-May-22	31-May-22	31-May-22	26-May-22	25-May-22	6-Jun-22	6-May-22
6 2022 Calendar Month	1-Jun-22	30-Jun-22	30-Jun-22	23-Jun-22	22-Jun-22	7-Jul-22	7-Jun-22
7 2022 Calendar Month	1-Jul-22	31-Jul-22	28-Jul-22	21-Jul-22	20-Jul-22	5-Aug-22	8-Jul-22
8 2022 Calendar Month	1-Aug-22	31-Aug-22	31-Aug-22	24-Aug-22	23-Aug-22	7-Sep-22	8-Aug-22
9 2022 Calendar Month	1-Sep-22	30-Sep-22	29-Sep-22	21-Sep-22	20-Sep-22	6-Oct-22	8-Sep-22
10 2022 Calendar Month	1-Oct-22	31-Oct-22	28-Oct-22	19-Oct-22	18-Oct-22	4-Nov-22	7-Oct-22
11 2022 Calendar Month	1-Nov-22	30-Nov-22	30-Nov-22	24-Nov-22	23-Nov-22	6-Dec-22	7-Nov-22
12 2022 Calendar Month	1-Dec-22	31-Dec-22	30-Dec-22	27-Dec-22	22-Dec-22	6-Jan-23	7-Dec-22

There are two timecard approval deadlines for managers to follow. See below:

- Timecards **with** supplementary pay (e.g. Overtime / Camp Differential), follow the 1st column.
- Timecards **with no** supplementary pay, follow the 2nd column.

**** See Commuication regarding Fiscal Year End Timecard Requirements**