

**M1 Payroll Schedule
January 2021 - December 2021**

Period	Start Date	End Date	Pay Date	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 2021 Calendar Month	01-Jan-21	31-Jan-21	29-Jan-21	26-Jan-21	25-Jan-21	09-Feb-21	08-Jan-21
2 2021 Calendar Month	01-Feb-21	28-Feb-21	26-Feb-21	23-Feb-21	22-Feb-21	09-Mar-21	09-Feb-21
3 2021 Calendar Month	01-Mar-21	31-Mar-21	31-Mar-21	24-Mar-21	TBD	TBD	09-Mar-21

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.