

DRAFT
2021-2022 Payroll Calendar
Q-BANK 742 & 744 Payrolls
(Includes Sub Paras and PSOEP)

Month		Staffing Close Date	Timekeeping Close Date	Payroll Close Date	EFT Stop Payment Deadline	Check Date
Sept	1st Half	09/01/21	9/2/2021	09/03/21	09/10/21	09/15/21
	2nd Half	09/17/21	9/20/2021	09/22/21	09/27/21	09/30/21
Oct	1st Half	10/04/21	10/05/21	10/06/21	10/12/21	10/15/21
	2nd Half	10/19/21	10/20/21	10/21/21	10/26/21	10/29/21
Nov	1st Half	11/03/21	11/04/21	11/05/21	11/10/21	11/15/21
	2nd Half	11/17/21	11/18/21	11/19/21	11/24/21	11/30/21
Dec	1st Half	12/03/21	12/06/21	12/07/21	12/10/21	12/15/21
	2nd Half	12/17/21	12/20/21	12/21/21	12/27/21	12/30/21
Jan	1st Half	01/04/22	01/05/22	01/06/22	01/11/22	01/14/22
	2nd Half	01/19/22	01/20/22	01/21/22	01/26/22	01/31/22
Feb	1st Half	02/03/22	02/04/22	02/07/22	02/10/22	02/15/22
	2nd Half	02/15/22	02/16/22	02/17/22	02/23/22	02/28/22
Mar	1st Half	03/03/22	03/04/22	03/07/22	03/10/22	03/15/22
	2nd Half	03/21/22	03/22/22	03/23/22	03/28/22	03/31/22
Apr	1st Half	04/05/22	04/06/22	04/07/22	04/12/22	04/15/22
	2nd Half	04/19/22	04/20/22	04/21/22	04/26/22	04/29/22
May	1st Half	05/04/22	05/05/22	05/06/22	05/11/22	05/16/22
	2nd Half	05/18/22	05/19/22	05/20/22	05/25/22	05/31/22
June	1st Half	06/03/22	06/06/22	06/07/22	06/10/22	06/15/22
	2nd Half	06/20/22	06/21/22	06/22/22	06/27/22	06/30/22
July	1st Half	07/05/22	07/06/22	07/07/22	07/12/22	07/15/22
	2nd Half	07/19/22	07/20/22	07/21/22	07/26/22	07/29/22
Aug	1st Half	08/03/22	08/04/22	08/05/22	08/10/22	08/15/22

Please Note:

The EIS Bulletin Board is a source for information regarding the Payroll/Timekeeping close dates and any changes made to them.

All SREPP and PSOEP are paid on a positive basis for each day/hour worked. As a result, there is one payroll period lag for timekeeping entries.

* Follow the EIS Bulletin Board for Closing Date Changes

**Follow the PAYROLL ADMINISTRATION MEMORANDUM "End of Year Information and Procedures for E745, Q742 and Q744"

Dates are subject to change