December 2021 Payroll Cycle

15 November 15 November 16 November 17 November 18 November 19 November 19 November 19 November 19 November 19 November 20 November 21 November 22 November 23 November 24 November 25 November 26 November 27 November 28 November 29 November 20 December 20 December 20 December 20 December 20 December 21 December 21 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 20 December 20 December 20 December 20 December 20 December 21 December 22 December 23 December 24 December 25 December 26 December 26 December 27 December 28 December 29 December 20 December 20 December 20 December 20 December 21 December 22 December 23 December 24 December 25 December 26 December 26 December 27 December 28 December 29 December 30 December 40 December 41 December 42 December 43 December 45 December 45 December 46 December 47 December 48 December 49 December 40 Dec		Key Dates	Payroll Tasks in PeopleXD		
15 November 17 November 18 November 19 November 19 November 19 November 21 November 22 November 23 November 23 November 23 November 23 November 23 November 25 November 25 November 26 November 27 November 27 November 28 November 29 November 20 November 21 November 20 November 20 November 20 November 20 November 21 November 20 November 20 November 21 November 20 November 21 November 20 November 21 November 21 November 20 November 21 November 21 November 21 November 22 November 23 November 35 December 40 December 40 December 40 December 40 December 41 December 41 December 41 December 42 December 42 December 43 December 44 December 45 December 45 December 46 December 47 December 48 December 49 December 40 December 40 December 40 December 40 December 40 December 41 December 41 December 41 December 42 December 43 December 44 December 45 December 45 December 46 December 47 December 48 December 49 December 40 December 41 December 41 December 42 December 43 December 44 December 45 December 46 December 47 December 48 December 49 December 40 Dec	Date				Timing of Payroll Validation Run
19 November 19 November 20 November 21 November 22 November 22 November 22 November 23 November 24 November 24 November 25 November 26 November 26 November 27 November 28 November 28 November 29 November 29 November 20 November 30 December 30 December 40 December 41 December 41 December 42 December 42 December 42 December 43 December 44 December 45 December 46 December 47 December 40 December 40 December 40 December 40 December 41 December 41 December 42 December 42 December 42 December 43 December 44 December 45 December 46 December 47 December 48 December 49 December 40 December 40 December 40 December 40 December 40 December 40 December 41 December 41 December 42 December 42 December 43 December 44 December 45 December 46 December 47 December 48 December 49 December 40 December 40 December 40 December 40 December 40 December 41 December 41 December 42 December 42 December 43 December 44 December 45 December 46 December 47 December 48 December 49 December 40 Dec	15 November		7.000.7		
18 November 29 November 22 November 22 November 22 November 22 November 24 November 24 November 24 November 25 November 25 November 26 November 27 November 28 November 28 November 28 November 28 November 28 November 29 November 29 November 29 November 29 November 20 Nov				Tasks completed by 5pm	Once a day from 5pm
19 November 20 November 21 November 22 November 22 November 22 November 23 November 25 November 25 November 25 November 26 November 27 November 27 November 28 November 28 November 29 November 29 November 29 November 20 Nov	17 November			on the Supplementary	
22 November 22 November November Supplementary Payroll Deadline November Payroll Run Approved by Spm on the Payroll Deadline Payroll Basiline, 06 December 10 December Payroll Deadline 10 December December Payroll Deadline 10 December 10 December December Payroll Deadline 10 December 10 December December Payroll Run 10 December 10 Decem	18 November			November, will be included in the November payroll run.	be run at any time of the
22 November 22 November 22 November 23 November 24 November 24 November 25 November 25 November 25 November 26 November 26 November 27 November 27 November 28 November 28 November 28 November 29 November 29 November 29 November 29 November 29 November 29 November 20 Nov	19 November				
22 November 23 November Payroll Run 28 November 29 November 29 November 25 November 25 November 25 November 27 November 27 November 27 November 28 November 28 November 28 November 29 November 29 November 29 November 30 December 40 December 40 December 40 December 40 December 41 December 42 Dec	20 November				
22 November 2 November 23 November 24 November 25 November 25 November 26 November 26 November 27 November 27 November 27 November 28 November 28 November 28 November 29 November 30 Nove					
25 November 27 November 28 November 30 November 30 November 40 December 40 Dec		November Supplementary Payroll Deadline			
25 November 27 November 28 November 30 Nov		November Payroll Run	Tasks completed and		
26 November 27 November 28 November 30 November 30 November 30 November 30 November 30 December 40 December 40 December 40 December 50 December 50 December 50 December 50 December 50 December 60 December 70 Dec					
28 November 30 November 30 November 30 November 30 December 40 December 30 December 40 December 40 December 40 December 41 December 42 December 42 December 42 December 43 December 44 December 45 December 46 December 47 December 48 December 49 December 40 December 40 December 41 December 41 December 42 December 42 December 43 December 44 December 45 December 46 December 47 December 48 December 49 December 40 December 40 December 40 December 41 December 42 December 43 December 44 December 45 December 46 December 47 December 48 December 49 December 40 December 40 December 40 December 41 December 42 December 43 December 44 December 45 December 46 December 47 December 48 December 49 December 40 December 40 December 40 December 40 December 41 December 42 December 43 December 44 December 45 December 46 December 47 December 48 December 49 December 40 Dec				-	
29 November 30 November 30 November 01 December 02 December 04 December 06 December 06 December 10 December 11 December 12 December 13 December 14 December 15 December 15 December 16 December 17 December 18 December 19 December 10 December 10 December 10 December 11 December 11 December 12 December 13 December 15 December 15 December 15 December 15 December 16 December 17 December 18 December 19 December 10 December 10 December 10 December 10 December 11 December 12 December 13 December 14 December 15 December 15 December 15 December 15 December 16 December 17 December 18 December 19 December 10 Dec					
29 November 01 December 02 December 04 December 05 December 06 December 06 December 06 December 07 December 09 December 10 December 11 December 12 December 13 December 14 December 15 December 15 December 16 December 16 December 17 December 18 December 19 December 18 December 20 December 18 December 21 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 21 December 21 December 21 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 29 December 29 December 30 Dec				 	-
01 December 02 December 03 December 05 December 06 December 06 December 06 December 07 December 08 December 10 December 11 December 12 December 13 December 14 December 15 December 15 December 16 December 17 December 18 December 19 December 19 December 10 December 10 December 10 December 10 December 11 December 12 December 13 December 15 December 15 December 16 December 17 December 19 December 19 December 20 December 21 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 29 December 20 December 20 December 20 December 20 December 21 December 22 December 23 December 24 December 24 December 25 December 26 December 27 December 28 December 29 December 30 December 31 December 31 December 31 December 31 December 32 December 33 December 34 December 35 December 36 December 37 December 38 December 40 December 41 December 42 December 43 December 44 December 45 December 46 December 47 December 48 December 49 December 40 Dec		Staff Request Deadline	payroli run.		
Once a day from 5pm Tasks completed from 25 November up to 5pm on the supplementary deadline, 15 December OF December		Ciail Request Beautifie			
O2 December O3 December O6 December O6 December O7 December O8 December O8 December O8 December O9 December O9 December O1 December O1 December O1 December O2 December O3 December O4 December O5 December O6 December O7 December O8 December O8 December O9 December O9 December O9 December O1 December O1 December O1 December O1 December O2 December O2 December O2 December O2 December O3 December O4 December O5 December O5 December O6 December O7 Dec				Tacks completed from 25	Once a day from 5pm
03 December 04 December 05 December 06 December 06 December 07 December 08 December 09 December 10 December 11 December 12 December 13 December 15 December 16 December 16 December 18 December 19 December 20 December 21 December 22 December 23 December 24 December 25 December 25 December 26 December 27 December 28 December 29 December 29 December 20 December 21 December 21 December 22 December 30 December 23 December 24 December 25 December 25 December 26 December 27 December 28 December 29 December 30 December 30 December 31 December 31 December 31 December 31 December 32 December 33 Danuary 30 December 34 December 35 December 36 December 37 December 38 December 39 December 39 December 30 December 30 December 30 December 30 December 30 December 31 December 31 December 32 December 33 January 34 December 35 December 36 December 37 December 38 December 39 December 39 December 30 Decem					
06 December 06 December 07 December 08 December 09 December 10 December 11 December 12 December 14 December 15 December 16 December 17 December 18 December 19 December 19 December 10 December 10 December 10 December 11 December 12 December 14 December 15 December 16 December 17 December 19 December 20 December 21 December 22 December 22 December 23 December 24 December 25 December 26 December 27 December 30 December 31 December 40 January 51 January 52 January 53 January 54 January 55 January 56 January 57 January 58 January 58 January 59 January 50 January 50 January 50 January 51 January 52 January 53 January 54 January 55 January 56 January 57 January 58 January 58 January 59 January 50 January 50 January 50 January 50 January 50 January 51 January 52 January 53 January 54 January 55 January 56 January 57 January 58 January 58 January 58 January 59 January 50 J	03 December	Deadilles			
December	04 December			the supplementary deadline, 15 December, will be included in the	
07 December 08 December 09 December 10 December 11 December 11 December 12 December 12 December 13 December 15 December 16 December 16 December 16 December 16 December 19 December 21 December 21 December 22 December 22 December 22 December 22 December 25 December 25 December 26 December 27 December 27 December 27 December 28 December 29 Dec					
18 December 10 December 11 December 12 December 13 December 14 December 14 December 15 December 16 December 19 December 20 December 21 December 22 December 22 December 23 December 24 December 25 December 25 December 26 December 27 December 28 December 29 December 29 December 20 December 21 December 21 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 20 December 20 December 20 December 21 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 30 Dec		December Payroll Deadline			
Obsember					
10 December 11 December 12 December 13 December 14 December 15 December 16 December 17 December 19 December 19 December 20 December 21 December 22 December 23 December 22 December 23 December 24 December 25 December 25 December 26 December 27 December 28 December 29 December 30 December 31 December 32 December 33 December 34 December 35 January 55 January 55 January 56 January 57 January 58 January 58 January 59 January 70 Ja					H '
11 December 12 December 13 December 14 December 15 December 15 December December Supplementary Payroll Deadline 16 December 17 December 18 December 19 December 20 December 21 December 22 December 23 December 24 December 25 December 26 December 27 December 27 December 28 December 27 December 28 December 29 December 29 December 30 December 31 December 31 December 31 December 32 December 32 December 33 December 44 December 55 December 55 December 56 December 57 December 58 December 59 December 50 December 50 December 50 December 51 December 52 December 53 December 54 December 55 December 56 December 57 December 58 December 59 December 50 December 50 December 50 December 50 December 50 December 50 December 51 December 52 December 53 December 54 December 55 December 56 December 57 December 58 December 59 December 50				-	day
13 December 13 December 14 December 15 December December Supplementary Payroll Deadline 16 December 18 December 19 December 20 December 21 December 22 December 22 December 23 December 24 December 25 December 25 December 26 December 27 December 28 December 29 December 30 December 31 December 31 December 31 December 32 December 31 December 31 December 31 December 31 December 31 December 31 Danuary 31 January 55 January 56 January 57 January 58 January 59 January 70 Janua				+	
13 December 14 December 15 December 16 December 17 December 18 December 19 December 19 December 20 December 21 December 22 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 30 December 31 December 40 January 51 December 31 December 51 December 51 December 52 December 53 December 64 December 65 December 66 December 67 December 66 December 67 December 68 December 69 December 60 January 61 January 62 January 63 January 64 January 65 January 66 January 67 January 68 January 68 January 69 January 69 January 69 January 60 Januar				 	+
14 December 15 December 16 December 17 December 18 December 19 December 20 December 21 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 30 December 30 December 21 December 29 December 20 December 20 December 21 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 30 December 30 December 30 December 30 December 40 January 50 Januar			-		Once a day from 5pm
15 December 16 December December Payroll Deadline 18 December 19 December 19 December 19 December 20 December 21 December 22 December 22 December 22 December 23 December 25 December 25 December 26 December 27 December 27 December 28 December 29 December 29 December 29 December 29 December 29 December 29 December 20 D					
17 December 18 December 19 December 20 December 21 December 22 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 30 December 30 December 31 December 32 December 33 December 34 Danuary 35 January 45 January 55 January 56 January 57 January 58 Data Service Deadlines 67 January 68 January 69 January 10 January January January Payroll Deadline		December Supplementary Payroll Deadline			
18 December 19 December 20 December 21 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 30 December 31 December 31 December 31 December 31 December 31 December 32 December 31 December 31 December 31 December 31 December 32 December 33 December 34 December 35 December 36 December 37 December 38 December 49 December 40 January 40	16 December	December Poyrell Pup		No Hoor Input	
19 December 20 December 21 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 30 December 31 December 32 January 33 January 45 January 55 January 56 January 57 January 58 January 59 January 59 January 70 Janu	17 December	December Fayron Run		No Oser Input	
20 December 21 December 22 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 30 December 31 Danuary 05 January 07 January 08 January 09 January 09 January 09 January 09 January 09 January 09 January 10 January January Payroll Deadline	18 December				
21 December 22 December 23 December 24 December 25 December 26 December 27 December 28 December 29 December 30 December 30 December 40 January 51 January 51 January 52 January 53 January 55 January 55 January 56 January 57 January 58 January 59 January 59 January 50 January					
Tasks completed and approved from 07 December until 5pm on the Payroll Deadline, 10 January December 28 December 29 December 29 December 30 December 31 December 01 January 02 January 03 January 04 January 05 January 06 January 07 January 08 January 09 January 09 January 10 January January Danuary January Payroll Deadline Tasks completed and approved from 07 December until 5pm on the Payroll Deadline, 10 January payroll run. Tasks completed from 20 December up to 5pm on the supplementary deadline, 21 January, will be included in the January payroll run. Tasks completed from 20 December up to 5pm on the supplementary deadline, 21 January, will be included in the January payroll run.	20 December				
23 December 24 December 25 December 26 December 27 December 28 December 29 December 30 December 31 December 01 January 02 January 05 January 06 January 06 January 07 January 08 January 09 January 09 January 10 January January January Payroll Deadline 04 January 09 January 09 January 09 January January January Payroll Deadline 09 January January January Payroll Deadline			Tasks completed and		
24 December 25 December 26 December 27 December 28 December 29 December 30 December 31 December 01 January 02 January 04 January 05 January 06 January 06 January 07 January 08 January 09 January 09 January 10 January January Payroll Deadline December until 5pm on the Payroll Deadline, 10 January payroll run. Tasks completed from 20 December up to 5pm on the supplementary deadline, 21 January, will be included in the January payroll run. Up to Payroll Run: may be run at any time of the January payroll run.		December Pay Day	·		
25 December 26 December 27 December 28 December 29 December 30 December 31 December 01 January 02 January 03 January 05 January 06 January 07 January 08 January 09 January 10 January January Payroll Deadline 1 the Payroll Deadline, 10 January, will be included in the January payroll run. Tasks completed from 20 December up to 5pm on the supplementary deadline, 21 January, will be included in the January payroll run. Up to Payroll Run: may be run at any time of the day be included in the January payroll run.					
26 December 27 December 28 December 29 December 30 December 31 December 01 January 02 January 02 January 05 January 05 January 06 January 07 January 09 January 09 January 10 January January Payroll Deadline					
27 December 28 December 29 December 30 December 31 December 01 January 02 January 05 January 06 January 07 January 09 January 09 January 10 January January Payroll Deadline 11 If the January payroll run. 12 Tasks completed from 20 December up to 5pm on the supplementary deadline, 21 January, will be included in the January payroll run. 14 January payroll run. 15 January payroll run. 16 January 17 January 18 January Casual Payroll, Support Request & Data Service Deadlines 18 January payroll 19 January 10 January	000		* *		
28 December 29 December 30 December up to 5pm on the supplementary deadline, 21 January, will be included in the January 02 January 03 January 04 January 05 January 06 January 07 January 08 January 09 January January Payroll Deadline					-
29 December December up to 5pm on the supplementary deadline, 21 January, will be included in the January payroll run. 03 January Staff Request Deadline Of January Of January January Casual Payroll, Support Request & Data Service Deadlines Danuary Of January Danuary Of January Of Ja			run.	Tasks completed from 20	
30 December 31 December 01 January 02 January 03 January 04 January 05 January 06 January 07 January 08 January 09 January January Payroll Deadline 1 the supplementary deadline, 21 January, will be included in the January payroll run. 2 January payroll run. 3 the supplementary deadline, 21 January, will be included in the January payroll run. 4 January payroll run. 5 January 6 January 7 January 8 January 9 January					Up to Payroll Run: may
31 December 01 January 02 January 03 January Staff Request Deadline 04 January 05 January 06 January January Casual Payroll, Support Request & Data Service Deadlines 07 January 08 January 10 January January Payroll Deadline				the supplementary deadline, 21 January, will be included in the	be run at any time of the
01 January 02 January 03 January Staff Request Deadline 04 January 05 January 06 January January Casual Payroll, Support Request & Data Service Deadlines 07 January 08 January 09 January 10 January January Payroll Deadline					
02 January 03 January O4 January 05 January 06 January January Casual Payroll, Support Request & Data Service Deadlines 07 January 08 January 09 January 10 January January Payroll Deadline					
03 January 04 January 05 January 06 January January Casual Payroll, Support Request & Data Service Deadlines 07 January 08 January 09 January 10 January January Payroll Deadline					
05 January 06 January January Casual Payroll, Support Request & Data Service Deadlines 07 January 08 January 09 January 10 January January Payroll Deadline		Staff Request Deadline			
06 January					
07 January 08 January 09 January 10 January January Payroll Deadline	05 January				
08 January 09 January 10 January January Payroll Deadline	06 January				
09 January 10 January January Payroll Deadline					
10 January January Payroll Deadline					
11 January		January Payroll Deadline			