

Personnel Transactions Data Entry Deadline Schedule

PAY CHECK NUMBER	PAY DATE	SERVICE PERIOD		DATA ENTRY DATES	EPAF TRANSACTION MUST BE APPROVED AND APPLIED NO LATER THAN 5:00PM
01	01/11/17	12/19/16 - 01/01/17 01/01/17 - 01/15/17	BW 9M	12/19/16 - 12/22/16 (All Transactions)**	12/22/16
02	01/25/17	01/02/17 - 01/15/17 01/16/17 - 01/29/17 01/01/17 - 01/15/17	BW 9M WG	01/03/17 - 01/04/17 (Future Transactions ONLY)** 01/05/17- 01/13/17 (All Transactions)	01/13/17
03	2/8/2017	01/16/17 - 01/29/17 01/30/17 - 02/12/17 01/16/17- 01/31/17	BW 9M WG	01/17/17 - 01/18/17 (Future Transactions ONLY) 01/19/17- 01/27/17(All Transactions)	01/27/17
04	2/22/2017	01/30/17 - 02/12/17 02/13/17 - 02/26/17 02/01/17- 02/15/17	BW 9M WG	01/30/17 - 02/01/17 (Future Transactions ONLY) 02/02/17- 02/10/17(All Transactions)	02/10/17
05	03/08/17	02/13/17 - 02/26/17 02/27/17 - 03/12/17 02/16/17 - 02/28/17	BW 9M WG	02/13/17 - 02/15/17 (Future Transactions ONLY) 02/16/17 - 02/24/17 (All Transactions)	02/24/17
06	03/22/17	02/27/17 - 03/12/17 03/13/17 - 03/26/17 03/01/17 - 03/15/17	BW 9M WG	02/27/17 - 03/01/17 (Future Transactions ONLY) 03/02/17 - 03/10/17 (All Transactions)	03/10/17
07	04/05/17	03/13/17 - 03/26/17 03/27/17 - 04/09/17 03/16/17 - 03/31/17	BW 9M WG	03/13/17 - 03/15/17 (Future Transactions ONLY) 03/16/17 - 03/24/17 (All Transactions)	03/24/17
08	04/19/17	03/27/17 - 04/09/17 04/10/17 - 04/23/17 04/01/17- 04/15/17	BW 9M WG	03/27/17 - 03/29/17 (Future Transactions ONLY) 03/30/17 - 04/07/17 (All Transactions)	04/07/17
09	05/03/17	04/10/17 - 04/23/17 04/24/17 - 05/07/17 04/16/17- 05/02/17	BW 9M WG	04/10/17 - 04/12/17 (Future Transactions ONLY) 04/13/17 - 04/21/17 (All Transactions)	04/21/17
10	05/17/17	04/24/17 - 05/07/17 05/08/17 - 05/16/17	BW 9M	04/24/17 - 04/26/17 (Future Transactions ONLY) 04/27/17 - 05/05/17 (All Transactions)	05/05/17
11	05/31/17	05/08/17 - 05/21/17 05/03/17 - 05/16/17	BW SG,CG	05/08/17 - 05/10/17 (Future Transactions ONLY) 05/11/17 - 05/19/17 (All Transactions)	05/19/17
12	06/14/17	05/22/17 - 06/04/17 05/17/17 - 05/30/17	BW SG,CG	05/22/17 - 05/24/17 (Future Transactions ONLY) 05/25/17 - 06/02/17 (All Transactions)	06/02/17
13	06/28/17	06/05/17 - 06/18/17 05/31/17 - 06/24/17	BW SG,CG	06/05/17 - 06/07/17 (Future Transactions ONLY) 06/08/17 - 06/16/17 (All Transactions)	06/16/17
14	07/12/17	06/19/17 - 07/02/17 06/25/17 - 07/15/17	BW UG,CG	06/19/17 - 06/21/17 (Future Transactions ONLY) 06/22/17 - 06/30/17 (All Transactions)	06/30/17
15	07/26/17	07/03/17 - 07/16/17 07/16/17 - 07/31/17	BW UG,CG	07/03/17 - 07/05/17 (Future Transactions ONLY) 07/06/17 - 07/14/17 (All Transactions)	07/14/17
16	08/09/17	07/17/17 - 07/30/17 08/01/17 - 08/16/17	BW UG,CG	07/17/17 - 07/19/17 (Future Transactions ONLY) 07/20/17 - 07/28/17 (All Transactions)	07/28/17
17	08/23/17	07/31/17 - 08/13/17 08/17/17 - 08/31/17	BW 9M,PF	07/31/17 - 08/02/17 (Future Transactions ONLY) 08/03/17 - 08/11/17 (All Transactions)	08/11/17
18	09/06/17	08/14/17 - 08/27/17 09/01/17 - 09/14/17	BW 9M,PF	08/14/17 - 08/16/17 (Future Transactions ONLY) 08/17/17 - 08/25/17 (All Transactions)	08/25/17
19	09/20/17	08/28/17 - 09/10/17 09/15/17 - 09/28/17	BW 9M,PF	08/28/17 - 08/30/17 (Future Transactions ONLY) 08/31/17 - 09/08/17 (All Transactions) **	09/08/17

Personnel Transactions Data Entry Deadline Schedule

PAY CHECK NUMBER	PAY DATE	SERVICE PERIOD		DATA ENTRY DATES	EPAF TRANSACTION MUST BE APPROVED AND APPLIED NO LATER THAN 5:00PM
20	10/04/17	09/11/17 - 09/24/17 09/29/17 - 10/12/17	BW 9M,PF	09/11/17 - 09/13/17 (Future Transactions ONLY) 09/14/17 - 09/22/17 (All Transactions)	09/22/17
21	10/18/17	09/25/17 - 10/08/17 10/13/17 - 10/26/17	BW 9M,PF	09/25/17 - 09/27/17 (Future Transactions ONLY) 09/28/17 - 10/06/17 (All Transactions)	10/06/17
22	11/01/17	10/09/17 - 10/22/17 10/27/17 - 11/09/17	BW 9M,PF	10/09/17 - 10/11/17 (Future Transactions ONLY) 10/12/17 - 10/20/17 (All Transactions)	10/20/17
23	11/15/17	10/23/17 - 11/05/17 11/10/17 - 11/24/17	BW 9M,PF	10/23/17 - 10/25/17 (Future Transactions ONLY) 10/26/17 - 11/03/17 (All Transactions)	11/03/17
24	11/29/17	11/06/17 - 11/19/17 11/25/17 - 12/08/17	BW 9M,PF	11/06/17 - 11/08/17 (Future Transactions ONLY) 11/09/17 - 11/16/17 (All Transactions)***	11/16/17
25	12/13/17	11/20/17 - 12/03/17 12/09/17 - 12/23/17	BW 9M,PF	11/20/17 - 11/22/17 (Future Transactions ONLY) 11/27/17 - 12/01/17 (All Transactions)	12/01/17
26	12/27/17	12/04/17 - 12/17/17 12/24/17 - 12/31/17	BW 9M,PF	12/04/17 - 12/06/17 (Future Transactions ONLY) 12/07/17 - 12/11/17 (All Transactions)**	12/11/17
01	01/10/18	12/18/17 - 12/31/17 01/01/18 - 01/14/18	BW 9M,PF	12/18/17 - 12/21/17 (All Transactions)***	12/21/17
	** ACCELERATED DEADLINE DUE TO HOLIDAY				
	*** Short data entry period due to Holiday				
Notes:	Future transactions will have a personnel date equal to or greater than the first day of the pay period.				
	Calendar is subject to change.				