

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>March 2021</h1>						
28	1 <u>2R18 LOCKOUT/CONFIRM</u>	2	3 <u>2R18 Dist. Complete</u>	4 <u>1X08</u> Man Ck Cutoff 5PM	5 <u>2R18</u> PAYDAY	6 <u>1R09</u> Supervisors/Managers Approve Pending Time by 5PM
7	8 <u>1X08</u> Confirm	9 <u>2X18</u> Man Ck Cutoff NOON <u>2R19</u> Supervisor Lockout at 5PM <u>1X08</u> Dist. Complete	10 <u>2X18</u> Confirm	11 <u>2X18</u> Dist. Complete <u>2R19</u> Final Cleanup HR/Grad/Ben 5 PM <u>2R19</u> Timekeeper Lockout at 5pm	12 <u>2X18</u> PAYDAY <u>2R19</u> LOCKOUT <u>1R09</u> CTOD/LWOP by 5PM <u>1R09</u> Timekeeper Approvals & Return LOA by 5PM	13
14	15 <u>2R19</u> LOCKOUT/CONFIRM <u>1X08</u> PAYDAY	16 <u>1R09</u> EHRA/SHRA Actions & Supplemental Pay to HRIM by 5PM	17 <u>2R19</u> Dist. Complete <u>1R09</u> HRIM Lockout	18 <u>1R09</u> HRIM Lockout <u>1R09</u> Final Cleanup HR NOON/Ben 5pm <u>1R09</u> DIP to Payroll by 2pm	19 <u>2R19</u> PAYDAY <u>1R09</u> LOCKOUT	20
21	22 <u>1R09</u> LOCKOUT	23 <u>2X19</u> Man Ck Cutoff NOON <u>2R20</u> Supervisor Lockout at 5PM <u>1R09</u> LOCKOUT <u>1R09</u> Auth & Supp Pay Approval Rpt to HRIM by 5PM	24 <u>2X19</u> Confirm <u>1R09</u> LOCKOUT/CONFIRM	25 <u>2X19</u> Dist. Complete <u>2R20</u> Final Cleanup HR/Grad/Ben 5 PM <u>2R20</u> Timekeeper Lockout at 5pm	26 <u>2X19</u> PAYDAY <u>2R20</u> LOCKOUT <u>1R09</u> Direct Deposit Strip Off Deadline - NOON	27
28	29 <u>1R09</u> Dist. Complete <u>2R20</u> LOCKOUT/CONFIRM	30	31 <u>2R20</u> Dist. Complete <u>1R09</u> PAYDAY	Apr 1	Apr 2 <u>2R20</u> PAYDAY	Apr 3