

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>June 2021</h1>						
30	31 <b>MEMORIAL DAY HOLIDAY</b>	1 <u>2X24</u> Man Ck Cutoff NOON <u>2R25</u> Supervisor Lockout at 5PM	2 <u>2X24</u> Confirm	3 <u>2X24</u> Dist. Complete <u>1X11</u> Off-Cycle Cutoff 5PM <u>2R25</u> Final Cleanup HR/Grad/Ben 5pm <u>2R25</u> Timekeeper Lockout at 5pm	4 <u>2X24</u> Payday <u>2R25</u> LOCKOUT	5
6 <u>1R12</u> Supervisors/Managers Approve Pending Time by 5PM	7 <u>1X11</u> Confirm <u>2R25</u> LOCKOUT/CONFIRM	8 <u>1X11</u> Dist. Complete	9 <u>2R25</u> Dist. Complete	10	11 <u>2R25</u> Payday <u>1R12</u> CTOD/LWOP by 5pm <u>1R12</u> Timekeeper Approvals & Return LOA by 5PM <u>1R12</u> EHRA/SHRA Actions & Supplemental Pay to HRIM by 5PM	12
13	14 <u>1R12</u> HRIM Lockout	15 <u>2X25</u> Man Ck Cutoff NOON <u>2R26</u> Supervisor Lockout at 5PM <u>1R12</u> HRIM Lockout <u>1R12</u> Final Cleanup HR NOON/Ben 5pm <u>1X11</u> Payday <u>1R12</u> DIP to Payroll by 2pm	16 <u>2X25</u> Confirm <u>1R12</u> LOCKOUT	17 <u>2X25</u> Dist. Complete <u>2R26</u> Final Cleanup HR/Grad/Ben 5 PM <u>2R26</u> Timekeeper Lockout at 5pm <u>1R12</u> LOCKOUT	18 <u>2X25</u> Payday <u>2R26</u> LOCKOUT <u>1R12</u> LOCKOUT <u>1R12</u> Auth & Supp Pay Approval Rpt to HRIM by 5PM	19
20	21 <u>2R26</u> LOCKOUT/CONFIRM <u>1R12</u> LOCKOUT/CONFIRM	22	23 <u>2R26</u> Dist. Complete	24 <u>1R12</u> Dist. Complete	25 <u>2R26</u> Payday <u>1R12</u> Direct Deposit Strip Off Deadline - NOON	26
27	28	29 <u>2X26</u> Man Ck Cutoff NOON <u>2R01</u> Supervisor Lockout at 5PM	30 <u>2X26</u> Confirm <u>1R12</u> PAYDAY	1 <u>2X26</u> Dist. Complete <u>2R01</u> Final Cleanup HR/Grad/Ben 5pm <u>2R01</u> Timekeeper Lockout at 5pm	2 <u>2X26</u> Payday <u>2R01</u> LOCKOUT	3