

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<h1>May 2021</h1>						1
2	3	4 2X22 Man Ck Cutoff NOON 2R23 Supervisor Lockout at 5PM	5 2X22 Confirm	6 2X22 Dist. Complete 1X10 Off-Cycle Cutoff 5PM 2R23 Final Cleanup HR/Grad/Ben 5 PM 2R23 Timekeeper Lockout at 5pm 1R11 Supervisors/Managers Approve Pending Time by 5PM	7 2X22 Payday 2R23 LOCKOUT 1R11 CTOD/LWOP by 5pm	8
9	10 1X10 Confirm 2R23 LOCKOUT/CONFIRM	11 1X10 Dist. Complete	12 2R23 Dist. Complete	13 1R11 EHRA/SHRA Actions & Supplemental Pay to HRIM by 5PM	14 1X10 Payday 2R23 Payday 1R11 HRIM Lockout 1R11 Timekeeper Approvals & Return LOA by 5PM	15
16	17 1R11 HRIM Lockout 1R11 Final Cleanup HR NOON/Ben 5pm 1R11 DIP to Payroll by 2pm	18 2X23 Man Ck Cutoff NOON 2R24 Supervisor Lockout at 5PM 1R11 LOCKOUT	19 2X23 Confirm 1R11 LOCKOUT	20 2X23 Dist. Complete 2R24 Final Cleanup HR/Grad/Ben 5 PM 2R24 Timekeeper Lockout at 5pm 1R11 LOCKOUT 1R11 Auth & Supp Pay Approval Rpt to HRIM by 5PM	21 2X23 Payday 2R24 LOCKOUT 1R11 LOCKOUT/CONFIRM	22
23	24 2R24 LOCKOUT/CONFIRM	25 1R11 Direct Deposit Strip Off Deadline - NOON	26 2R24 Dist. Complete 1R11 Dist. Complete	27	28 2R24 Payday 1R11 PAYDAY	29
30	31 MEMORIAL DAY HOLIDAY	1 2X24 Man Ck Cutoff NOON 2R25 Supervisor Lockout at 5PM	2 2X24 Confirm	3 2X24 Dist. Complete 1X11 Off-Cycle Cutoff 5PM 2R25 Final Cleanup HR/Grad/Ben 5pm 2R25 Timekeeper Lockout at 5pm	4 2X24 Payday 2R25 LOCKOUT	5