

2018-2019 DEADLINES ABSENCE MANAGEMENT & TIME REPORTING

Pay Run ID	Pay Period	Short Descr.	Pay Date	Employee Absence Management Deadline	Employee T&L Deadline	Supervisor Absence Management Deadline	Supervisor T&L Deadline
19A	06-16-18 thru 06-29-18	PPE 06-29-18	July 5, 2018	06-27-18 Midnight	06-28-18 Noon	06-28-18 10:00 a.m.	06-28-18 5:00 p.m.
19B	06-30-18 thru 07-13-18	PPE 07-13-18	July 19, 2018	07-11-18 Midnight	07-13-18 Midnight	07-12-18 2:00 p.m.	07-16-18 10:00 a.m.
19C	07-14-18 thru 07-27-18	PPE 07-27-18	August 2, 2018	07-25-18 Midnight	07-27-18 Midnight	07-26-18 2:00 p.m.	07-30-18 10:00 a.m.
19D	07-28-18 thru 08-10-18	PPE 08-10-18	August 17, 2018	08-09-18 Midnight	08-10-18 Midnight	08-10-18 Noon	08-13-18 5:00 p.m.
19E	08-11-18 thru 08-24-18	PPE 08-24-18	August 31, 2018	08-23-18 Midnight	08-24-18 Midnight	08-24-18 Noon	08-27-18 5:00 p.m.
19F	08-25-18 thru 09-07-18	PPE 09-07-18	September 14, 2018	09-06-18 Midnight	09-07-18 Midnight	09-07-18 Noon	09-10-18 5:00 p.m.
19G	09-08-18 thru 09-21-18	PPE 09-21-18	September 28, 2018	09-20-18 Midnight	09-21-18 Midnight	09-21-18 Noon	09-24-18 5:00 p.m.
19H	09-22-18 thru 10-05-18	PPE 10-05-18	October 12, 2018	10-04-18 Midnight	10-05-18 Midnight	10-05-18 Noon	10-08-18 5:00 p.m.
19I	10-06-18 thru 10-19-18	PPE 10-19-18	October 26, 2018	10-18-18 Midnight	10-19-18 Midnight	10-19-18 Noon	10-22-18 5:00 p.m.
19J	10-20-18 thru 11-02-18	PPE 11-02-18	November 9, 2018	11-01-18 Midnight	11-02-18 Midnight	11-02-18 Noon	11-05-18 5:00 p.m.
19K	11-03-18 thru 11-16-18	PPE 11-16-18	November 23, 2018	11-15-18 Midnight	11-16-18 10:00 a.m.	11-16-18 Noon	11-16-18 5:00 p.m.
19L	11-17-18 thru 11-30-18	PPE 11-30-18	December 7, 2018	11-29-18 Midnight	11-30-18 Midnight	11-30-18 Noon	12-03-18 5:00 p.m.
19M	12-01-18 thru 12-14-18	PPE 12-14-18	December 21, 2018	12-13-18 Midnight	12-14-18 Midnight	12-14-18 Noon	12-17-18 5:00 p.m.
19N	12-15-18 thru 12-28-18	PPE 12-28-18	January 4, 2019	12-21-18 Midnight	12-21-18 Midnight	12-24-18 10:00 a.m.	01-02-19 10:00 a.m.
19O	12-29-18 thru 01-11-19	PPE 01-11-19	January 18, 2019	01-10-19 Midnight	01-11-19 Midnight	01-11-19 Noon	01-14-19 5:00 p.m.
19P	01-12-19 thru 01-25-19	PPE 01-25-19	February 1, 2019	01-24-19 Midnight	01-25-19 Midnight	01-25-19 Noon	01-28-19 5:00 p.m.
19Q	01-26-19 thru 02-08-19	PPE 02-08-19	February 15, 2019	02-07-19 Midnight	02-08-19 Midnight	02-08-19 Noon	02-11-19 5:00 p.m.
19R	02-09-19 thru 02-22-19	PPE 02-22-19	March 1, 2019	02-21-19 Midnight	02-22-19 Midnight	02-22-19 Noon	02-25-19 5:00 p.m.
19S	02-23-19 thru 03-08-19	PPE 03-08-19	March 14, 2019	03-07-19 Midnight	03-08-19 10:00 a.m.	03-08-19 Noon	03-08-19 5:00 p.m.
19T	03-09-19 thru 03-22-19	PPE 03-22-19	March 29, 2019	03-21-19 Midnight	03-22-19 Midnight	03-22-19 Noon	03-25-19 5:00 p.m.
19U	03-23-19 thru 04-05-19	PPE 04-05-19	April 12, 2019	04-04-19 Midnight	04-05-19 Midnight	04-05-19 Noon	04-08-19 5:00 p.m.
19V	04-06-19 thru 04-19-19	PPE 04-19-19	April 26, 2019	04-18-19 Midnight	04-19-19 Midnight	04-19-19 Noon	04-22-19 5:00 p.m.
19W	04-20-19 thru 05-03-19	PPE 05-03-19	May 10, 2019	05-02-19 Midnight	05-03-19 Midnight	05-03-19 Noon	05-06-19 5:00 p.m.
19X	05-04-19 thru 05-17-19	PPE 05-17-19	May 23, 2019	05-15-19 Midnight	05-17-19 Midnight	05-16-19 2:00 p.m.	05-20-19 10:00 a.m.
19Y	05-18-19 thru 05-31-19	PPE 05-31-19	June 6, 2019	05-29-19 Midnight	05-31-19 Midnight	05-30-19 2:00 p.m.	06-03-19 10:00 a.m.
19Z	06-01-19 thru 06-14-19	PPE 06-14-19	June 20, 2019	06-12-19 Midnight	06-14-19 Midnight	06-13-19 2:00 p.m.	06-17-19 10:00 a.m.
20A	06-15-19 thru 06-28-19	PPE 06-28-19	July 3, 2019	06-26-19 Midnight	06-27-19 Noon	06-27-19 10:00 a.m.	06-27-19 5:00 p.m.

DEADLINES ARE SUBJECT TO CHANGE

NOTES: