January 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.

During PY Corrections the system is unavailable between 3:30 - 7:30 am,
noon - 1 pm, and 3:30 - 4:30 pm.

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.
All employee records will be unavailable for updates during the finalization
process for any payroll.
Employees with error conditions during the finalization process may not be paid.

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.
Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

The payroll/time wall date is updated on employee records the morning after finalization for
biweekly (BWD) and monthly (MWD) employees.

01 = Monthly Payroll   **04 = Bi-weekly Payroll**

January 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
			0401 PY Initialization **29**	0401 PY Corrections **30**	New Year's Day **31**	**1**
2	Time Entry COB 0401 PY Corrections **3**	0401 PY Finalization BWD 10-30-21 NCFS HP Req Posted **4**	NCFS Reqs Posted **5**	NCFS Reqs Submitted **6**	0401 Pay Day 0402 Period End NCFS HP Req Submitted **7**	0403 Period Begins **8**
9	Time Entry COB **10**	0402 PY Initialization **11**	0402 PY Corrections **12**	0402 PY Corrections **13**	0402 PY Corrections **14**	**15**
16	Martin Luther King **17**	Time Entry COB 0402 PY Finalization BWD 11-13-21 **18**	NCFS Reqs Posted 0101 PY Initialization **19**	NCFS Reqs Submitted 0101 PY Corrections **20**	0402 Pay Day 0403 Period Ends 0101 PY Corrections **21**	0404 Period Begins **22**
23	Time Entry COB 0101 PY Corrections **24**	0101 PY Corrections **25**	0101 PY Finalization MWD 12-01-21 **26**	NCFS Reqs Posted 0403 PY Initialization **27**	NCFS Reqs Submitted 0403 PY Corrections **28**	**29**
30	Time Entry COB 0101 Pay Day 0101 Period End 0403 PY Corrections **31**					

February 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.
During PY Corrections the system is unavailable between 3:30 - 7:30 am,
noon - 1 pm, and 3:30 - 4:30 pm.

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.
> All employee records will be unavailable for updates during the finalization process for any payroll.
> Employees with error conditions during the finalization process may not be paid.

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.
Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

The payroll/time wall date is updated on employee records the morning after finalization for biweekly (BWD) and monthly (MWD) employees.

01 = Monthly Payroll   **04 = Bi-weekly Payroll**

February 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1 0403 PY Finalization BWD 11-27-21 NCFS HP Req Posted	**2** NCFS Reqs Posted	**3** NCFS Reqs Submitted	**4** 0403 Pay Day 0404 Period Ends NCFS HP Req Submitted	**5** 0405 Period Begins
6	**7** Time Entry COB	**8**	**9**	**10** 0404 PY Initialization	**11** 0404 PY Corrections	**12**
13	**14** Time Entry COB 0404 PY Corrections	**15** 0404 PY Finalization BWD 12-11-21	**16** NCFS Reqs Posted	**17** 0102 PY Initialization NCFS Reqs Submitted	**18** 0404 Pay Day 0405 Period End 0102 PY Corrections	**19** 0406 Period Begins
20	**21** Time Entry COB 0102 PY Corrections	**22** 0102 PY Corrections	**23** 0102 PY Finalization MWD 01-01-22	**24** NCFS Reqs Posted 0405 PY Initialization	**25** NCFS Reqs Submitted 0405 PY Corrections	**26**
27	**28** Time Entry COB 0102 Pay Day 0102 Period End 0405 PY Corrections					

March 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.

During PY Corrections the system is unavailable between 3:30 - 7:30 am,
noon - 1 pm, and 3:30 - 4:30 pm.

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.
All employee records will be unavailable for updates during the finalization
process for any payroll.
Employees with error conditions during the finalization process may not be paid.

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.
Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

The payroll/time wall date is updated on employee records the morning after finalization for
biweekly (BWD) and monthly (MWD) employees.

01 = Monthly Payroll   **04 = Bi-weekly Payroll**

March 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1 0405 PY Finalization BWD 12-25-21 NCFS HP Req	**2** NCFS Reqs Posted	**3** NCFS Reqs Submitted	**4** 0405 Pay Day 0406 Period End NCFS HP Req Submitted	**5** 0407 Period Begins
6	**7** Time Entry COB	**8**	**9**	**10** 0406 PY Initialization	**11** 0406 PY Corrections	**12**
13	**14** Time Entry COB 0406 PY Corrections	**15** 0406 PY Finalization BWD 01-08-22	**16** NCFS Reqs Posted	**17** NCFS Reqs Submitted	**18** 0406 Pay Day 0407 Period Ends	**19** 0408 Period Begins
20	**21** Time Entry COB	**22** 0103 PY Initialization	**23** 0103 PY Corrections	**24** 0103 PY Corrections 0407 PY Initialization	**25** 0103 PY Corrections 0407 PY Corrections	**26**
27	**28** Time Entry COB 0103 PY Finalization MWD 02-01-22 0407 PY Corrections	**29** NCFS Reqs Posted 0407 PY Finalization BWD 01-22-22	**30** NCFS Reqs Submitted NCFS Reqs Posted	**31** 0103 Pay Day 0103 Period End NCFS Reqs Submitted		

April 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.

During PY Corrections the system is unavailable between 3:30 - 7:30 am,
noon - 1 pm, and 3:30 - 4:30 pm.

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.
       All employee records will be unavailable for updates during the finalization
       process for any payroll.
       Employees with error conditions during the finalization process may not be paid.

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.
Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

The payroll/time wall date is updated on employee records the morning after finalization for
biweekly (BWD) and monthly (MWD) employees.

01 = Monthly Payroll　　　　**04 = Bi-weekly Payroll**

April 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1 0407 Pay Day / 0408 Period Ends	**2** 0409 Period Begins
3	**4** Time Entry COB	**5** NCFS HP Req Posted	**6** 0408 PY Initialization	**7** 0408 PY Corrections	**8** NCFS HP Req Submitted / 0408 PY Corrections	**9**
10	**11** Time Entry COB / 0408 PY Finalization BWD 02-05-22	**12** NCFS Reqs Posted	**13** NCFS Reqs Submitted	**14** 0408 Pay Day	**15** Good Friday / 0409 Period Ends	**16** 0410 Period Begins
17	**18** Time Entry COB	**19**	**20** 0104 PY Initialization	**21** 0104 PY Corrections / 0409 PY Initialization	**22** 0104 PY Corrections / 0409 PY Corrections	**23**
24	**25** Time Entry COB / 0104 PY Corrections / 0409 PY Corrections	**26** 0104 PY Finalization MWD 03-01-22 / 0409 PY Finalization BWD 02-19-22	**27** NCFS Reqs Posted / NCFS Reqs Posted	**28** NCFS Reqs Submitted / NCFS Reqs Submitted	**29** 0104 Pay Day / 0409 Pay Day / 0410 Period Ends	**30** 0104 Period End / 0411 Period Begins

May 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.

**During PY Corrections the system is unavailable between 3:30 - 7:30 am,
noon - 1 pm, and 3:30 - 4:30 pm.**

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.
**All employee records will be unavailable for updates during the finalization
process for any payroll.**
Employees with error conditions during the finalization process may not be paid.

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.
Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

**The payroll/time wall date is updated on employee records the morning after finalization for
biweekly (BWD) and monthly (MWD) employees.**

01 = Monthly Payroll   04 = Bi-weekly Payroll

May 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	**2** Time Entry COB	**3** NCFS HP Req Posted	**4**	**5** 0410 PY Initialization	**6** 0410 PY Corrections NCFS HP Req Submitted	**7**
8	**9** Time Entry COB 0410 PY Corrections	**10** 0410 PY Finalization BWD 03-5-22	**11** NCFS Reqs Posted	**12** NCFS Reqs Submitted	**13** 0410 Pay Day 0411 Period Ends	**14** 0412 Period Begins
15	**16** Time Entry COB	**17**	**18**	**19** 0105 PY Initialization 0411 PY Initialization	**20** 0105 PY Corrections 0411 PY Corrections	**21**
22	**23** Time Entry COB 0105 PY Corrections 0411 PY Corrections	**24** 0105 PY Corrections 0411 PY Finalization BWD 03-19-22	**25** 0105 PY Finalization MWD 04-01-22 NCFS Reqs Posted	**26** NCFS Reqs Posted NCFS Reqs Submitted	**27** NCFS Reqs Submitted 0411 Pay Day 0412 Period Ends	**28** 0413 Period Begins
29	**30** Memorial Day	**31** Time Entry COB 0105 Pay Day 0105 Period End				

June 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.

**During PY Corrections the system is unavailable between 3:30 - 7:30 am,
noon - 1 pm, and 3:30 - 4:30 pm.**

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.

> **All employee records will be unavailable for updates during the finalization
> process for any payroll.**
> **Employees with error conditions during the finalization process may not be paid.**

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.
Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

**The payroll/time wall date is updated on employee records the morning after finalization for
biweekly (BWD) and monthly (MWD) employees.**

01 = Monthly Payroll　　　　**04 = Bi-weekly Payroll**

June 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1	**2** 0412 PY Initialization	**3** 0412 PY Corrections	**4**
5	**6** Time Entry COB 0412 PY Corrections	**7** 0412 PY Finalization BWD 04-02-22 NCFS HP Req Posted	**8** NCFS Reqs Posted	**9** NCFS Reqs Submitted	**10** 0412 Pay Day 0413 Period Ends NCFS HP Req Submitted	**11** 0414 Period Begins
12	**13** Time Entry COB	**14**	**15**	**16** 0413 PY Initialization	**17** 0413 PY Corrections	**18**
19	**20** Time Entry COB 0106 PY Initialization 0413 PY Corrections	**21** 0106 PY Corrections 0413 PY Finalization BWD 04-16-22	**22** 0106 PY Corrections NCFS Reqs Posted	**23** 0106 PY Corrections NCFS Reqs Submitted	**24** 0106 PY Finalization MWD 05-01-22 0413 Pay Day 0414 Period Ends	**25** 0415 Period Begins
26	**27** Time Entry COB NCFS Reqs Posted	**28** NCFS Reqs Submitted	**29** 0414 PY Initialization	**30** 0106 Pay Day 0106 Period End 0414 PY Corrections		

July 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.

During PY Corrections the system is unavailable between 3:30 - 7:30 am,
noon - 1 pm, and 3:30 - 4:30 pm.

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.
>   All employee records will be unavailable for updates during the finalization
>   process for any payroll.
>   Employees with error conditions during the finalization process may not be paid.

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.
Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

The payroll/time wall date is updated on employee records the morning after finalization for
biweekly (BWD) and monthly (MWD) employees.

01 = Monthly Payroll   **04 = Bi-weekly Payroll**

July 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					1 0414 PY Corrections	**2**
3	**4** Independence Day	**5** Time Entry COB 0414 PY Finalization BWD 04-30-21 NCFS HP Req Posted	**6** CMCS Reqs Posted	**7** CMCS Reqs Submitted	**8** 0414 Pay Day 0415 Period Ends NCFS HP Req Submitted	**9** 0416 Period Begins
10	**11** Time Entry COB	**12**	**13**	**14** 0415 PY Initialization	**15** 0415 PY Corrections	**16**
17	**18** Time Entry COB 0415 PY Corrections	**19** 0415 PY Finalization BWD 05-14-21	**20** 0107 PY Initialization NCFS Reqs Posted	**21** 0107 PY Corrections NCFS Reqs Submitted	**22** 0107 PY Corrections 0415 Pay Day 0416 Period Ends	**23** 0417 Period Begins
24 **31** 0107 Period End	**25** Time Entry COB 0107 PY Corrections	**26** 0107 PY Finalization MWD 06-01-22	**27** NCFS Reqs Posted	**28** NCFS Reqs Submitted 0416 PY Initialization	**29** 0107 Pay Day 0416 PY Corrections	**30**

August 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.
noon - 1 pm, and 3:30 - 4:30 pm.

During PY Finalization the system is unavailable 3:30 am - 1 pm.
> All employee records will be unavailable for updates during the finalization
> process for any payroll.
> Employees with error conditions during the finalization process may not be paid.

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.
Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

The payroll/time wall date is updated on employee records the morning after finalization for
biweekly (BWD) and monthly (MWD) employees.

01 = Monthly Payroll   **04 = Bi-weekly Payroll**

August 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
	1 Time Entry COB 0416 PY Corrections	**2** 0416 PY Finalization BWD 05-28-21 NCFS HP Req	**3** NCFS Reqs Posted	**4** NCFS Reqs Submitted	**5** 0416 Pay Day 0417 Period Ends NCFS HP Req Submitted	**6** 0418 Period Begins
7	**8** Time Entry COB	**9**	**10**	**11** 0417 PY Initialization	**12** 0417 PY Corrections	**13**
14	**15** Time Entry COB 0417 PY Corrections	**16** 0417 PY Finalization BWD 06-11-21	**17** NCFS Reqs Posted	**18** NCFS Reqs Submitted	**19** 0417 Pay Day 0418 Period Ends	**20** 0419 Period Begins
21	**22** Time Entry COB 0108 PY Initialization	**23** 0108 PY Corrections	**24** 0108 PY Corrections	**25** 0108 PY Corrections 0418 PY Initialization	**26** 0108 PY Finalization MWD 07-01-22 0418 PY Corrections	**27**
28	**29** Time Entry COB NCFS Reqs Posted 0418 PY Corrections	**30** NCFS Reqs Submitted 0418 PY Finalization BWD 06-25-21	**31** 0108 Pay Day 0108 Period End NCFS Reqs Posted			

September 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.

During PY Corrections the system is unavailable between 3:30 - 7:30 am,
noon - 1 pm, and 3:30 - 4:30 pm.

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.
> All employee records will be unavailable for updates during the finalization
> process for any payroll.
> Employees with error conditions during the finalization process may not be paid.

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.
Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

The payroll/time wall date is updated on employee records the morning after finalization for
biweekly (BWD) and monthly (MWD) employees.

01 = Monthly Payroll   **04 = Bi-weekly Payroll**

September 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1 NCFS Reqs Submitted	**2** 0418 Pay Day 0419 Period Ends	**3** 0420 Period Begins
4	**5** Labor Day	**6** Time Entry COB NCFS HP Req Posted	**7**	**8** 0419 PY Initialization	**9** 0419 PY Corrections NCFS HP Req Submitted	**10**
11	**12** Time Entry COB 0419 PY Corrections	**13** 0419 PY Finalization BWD 07-09-21	**14** NCFS Reqs Posted	**15** NCFS Reqs Submitted	**16** 0419 Pay Day 0420 Period Ends	**17** 0421 Period Begins
18	**19** Time Entry COB	**20**	**21** 0109 PY Initialization	**22** 0109 PY Corrections 0420 PY Initialization	**23** 0109 PY Corrections 0420 PY Corrections	**24**
25	**26** Time Entry COB 0109 PY Corrections 0420 PY Corrections	**27** 0109 PY Finalization MWD 08-01-22 0420 PY Finalization BWD 07-23-21	**28** NCFS Reqs Posted NCFS Reqs Posted	**29** NCFS Reqs Submitted NCFS Reqs Submitted	**30** 0109 Pay Day 0109 Period End 0420 Pay Day 0421 Period Ends	**1** 0422 Period Begins

October 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.

**During PY Corrections the system is unavailable between 3:30 - 7:30 am,
noon - 1 pm, and 3:30 - 4:30 pm.**

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.

All employee records will be unavailable for updates during the finalization process for any payroll.

Employees with error conditions during the finalization process may not be paid.

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.

Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

The payroll/time wall date is updated on employee records the morning after finalization for biweekly (BWD) and monthly (MWD) employees.

01 = Monthly Payroll   04 = Bi-weekly Payroll

October 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
						1 0422 Period Begins
2	**3** Time Entry COB	**4** NCFS HP Req Posted	**5**	**6** 0421 PY Initialization	**7** NCFS HP Req Submitted 0421 PY Corrections	**8**
9	**10** Time Entry COB 0421 PY Corrections	**11** 0421 PY Finalization BWD 08-06-21	**12** NCFS Reqs Posted	**13** NCFS Reqs Submitted	**14** 0421 Pay Day 0422 Period Ends	**15** 0423 Period Begins
16	**17** Time Entry COB	**18**	**19**	**20** 0110 PY Initialization 0422 PY Initialization	**21** 0110 PY Corrections 0422 PY Corrections	**22**
23	**24** Time Entry COB 0110 PY Corrections 0422 PY Corrections	**25** 0110 PY Corrections 0422 PY Finalization BWD 08-20-21	**26** 0110 PY Finalization MWD 09-01-22 NCFS Reqs Posted	**27** NCFS Reqs Posted NCFS Reqs Submitted	**28** NCFS Reqs Submitted 0422 Pay Day 0423 Period Ends	**29** 0424 Period Begins
30	**31** Time Entry COB 0110 Pay Day 0110 Period End					

November 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.

**During PY Corrections the system is unavailable between 3:30 - 7:30 am,
noon - 1 pm, and 3:30 - 4:30 pm.**

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.

       **All employee records will be unavailable for updates during the finalization
process for any payroll.**

       Employees with error conditions during the finalization process may not be paid.

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.
Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

**The payroll/time wall date is updated on employee records the morning after finalization for
biweekly (BWD) and monthly (MWD) employees.**

       01 = Monthly Payroll   **04 = Bi-weekly Payroll**

November 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
			1 0423 PY Initialization	**2** 0423 PY Corrections	**3** 0423 PY Corrections	**4**
6	**7** Time Entry COB 0423 PY Finalization BWD 09-03-21	**8** NCFS Reqs Posted NCFS HP Req Posted	**9** NCFS Reqs Submitted	**10** 0423 Pay Day	**11** Veterans Day 0424 Period Ends	**12** 0425 Period Begins
13	**14** Time Entry COB NCFS HP Req Submitted	**15** 0424 PY Initialization	**16** 0424 PY Correctons	**17** 0111 PY Initialization 0424 PY Corrections	**18** 0111 PY Corrections 0424 PY Finalization BWD 09-17-21	**19**
20	**21** Time Entry COB 0111 PY Corrections NCFS Reqs Posted	**22** 0111 PY Corrections NCFS Reqs Submitted	**23** 0111 PY Finalization MWD 10-01-22 0424 Pay Day	**24** Thanksgiving	**25** Thanksgiving 0425 Period Ends	**26** 0426 Period Begins
27	**28** Time Entry COB NCFS Reqs Posted	**29** NCFS Reqs Submitted	**30** 0111 Pay Day 0111 Period End			

December 2022
Payroll Calendar

Time entry is due close of business on Monday for the previous week.

During PY Corrections the system is unavailable between 3:30 - 7:30 am,
noon - 1 pm, and 3:30 - 4:30 pm.

Last day of PY monthly corrections the system is unavailable from noon until monthly finalization is completed.
All employee records will be unavailable for updates during the finalization
process for any payroll.
Employees with error conditions during the finalization process may not be paid.

Agencies should submit their NCFS requisitions (disbursements) by 10:30 am.
Integrated HR/Payroll System will charge back any bank fees incurred due to late or rejected NCFS requisitions.

The payroll/time wall date is updated on employee records the morning after finalization for
biweekly (BWD) and monthly (MWD) employees.

01 = Monthly Payroll   **04 = Bi-weekly Payroll**

December 2022

Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1 0425 PY Initialization	**2** 0425 PY Corrections	**3**
4	**5** Time Entry COB 0425 PY Corrections	**6** 0425 PY Finalization BWD 10-01-21 NCFS HP Req Posted	**7** NCFS Reqs Posted	**8** NCFS Reqs Submitted	**9** 0425 Pay Day 0426 Period Ends NCFS HP Req Submitted	**10** 0401 Period Begins
11	**12** Time Entry COB 0112 PY Initialization	**13** 0112 PY Corrections 0426 PY Initialization	**14** 0112 PY Corrections 0426 PY Corrections	**15** 0112 PY Corrections 0426 PY Corrections	**16** 0112 PY Finalization MWD 11-01-22 0426 PY Finalization BWD 10-15-21	**17**
18	**19** Time Entry COB NCFS Reqs Posted NCFS Reqs Posted	**20** NCFS Reqs Submitted NCFS Reqs Submitted	**21** 0112 Pay Day 0426 Pay Day	**22**	**23** Christmas 0401 Period Ends	**24** 0402 Period Begins
25	**26** Christmas	**27** Christmas	**28** Time Entry COB 0401 PY Initialization	**29** 0401 PY Corrections	**30** 0401 PY Corrections	**31** 0112 Period End