

2009

July

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<p><i>Wkdays and hrs/July</i>                      23 Days                      184 HRS</p>		<p><b>1 Payday</b>   <b>Noon:</b> enter and appr. Time in T&amp; L for suppl. Payroll</p>	2	<p><b>3</b>  <b>Noon:</b> Enter &amp; approve time in T&amp;L for 7/15/09 hourly payroll (6/16-6/30) &amp; 7/15/09 semi employees</p>	4
5	6	7	8	<p>9   <b>5PM:</b> Notify payroll of check/EFT cancellations for 7/15/09 payroll</p>	10	11
12	<p>13   <b>Noon:</b> All HRMs to HR for supplemental</p>	<p>14  <b>Noon:</b> Enter and approve time in T&amp;L for all salaried employees.  <b>5pm:</b> All HRMs to HR for monthly (8/3/09) and hourly (7/1-7/15) &amp; <b>Summer II</b></p>	<p>15 <b>Payday</b>  <b>Noon:</b> enter and appr. Time in T&amp; L for suppl. Payroll</p>	16	17	18
19	<p>20   <b>Noon:</b> Enter &amp; approve time in T&amp;L for 8/3/09 hourly payroll (7/1-7/15)</p>	21	22	23	24	25
26	27	<p>28   <b>5PM:</b> Notify payroll of check/EFT cancellations for 8/3/09 payroll.</p>	<p>29   <b>5pm:</b> All HRMs to HR for 8/17 hourly payroll (7/16-7/31)</p>	<p>30   <b>Noon:</b> All HRMs to HR for supplemental</p>	31	