

**Personnel Action Deadline and Payroll Calendar  
Calendar Year 2022 (July - December)**

*Personnel Transactions are due to HR within three working days of the effective date of the transaction or by the established ePAR deadline, whichever comes first.*

*Note: In order to meet established deadlines, required supporting documentation must also be received by HR on or before the deadline.*

**Non-Exempt (Bi-weekly paid)**

Non-Exempt ePAR Deadline	Beginning of Pay Period	End of Pay Period	Time & Absence Approval Deadline	Non-Exempt Pay Day	Benefit Deduction	Additional Information
<b>July 2022 through December 2022</b>						
07/05/22	06/26/22	07/09/22	07/11/22 by 9 am	07/15/22	2nd	
07/19/22	07/10/22	07/23/22	07/25/22 by 9 am	07/29/22	N/A	3rd Biweekly Pay Run
08/02/22	07/24/22	08/06/22	08/08/22 by 9 am	08/12/22	1st	
08/16/22	08/07/22	08/20/22	08/22/22 by 9 am	08/26/22	2nd	
08/30/22	08/21/22	09/03/22	09/02/22 by 9 am	09/09/22	1st	Early Processing Due to Holiday
09/13/22	09/04/22	09/17/22	09/19/22 by 9 am	09/23/22	2nd	
09/27/22	09/18/22	10/01/22	10/03/22 by 9 am	10/07/22	1st	
10/11/22	10/02/22	10/15/22	10/17/22 by 9 am	10/21/22	2nd	
10/25/22	10/16/22	10/29/22	10/31/22 by 9 am	11/04/22	1st	
11/08/22	10/30/22	11/12/22	11/14/22 by 9 am	11/18/22	2nd	
11/22/22	11/13/22	11/26/22	11/28/22 by 9 am	12/02/22	1st	
12/06/22	11/27/22	12/10/22	12/12/22 by 9 am	12/16/22	2nd	
12/20/22	12/11/22	12/24/22	12/22/22 by 9 am	12/30/22	N/A	3rd Biweekly Pay Run/Early Processing Due to Holiday

**All transactions are subject to the ePAR Deadlines - including funding changes.**

**Exempt (Monthly paid)**

Exempt ePAR Deadline	Beginning of Pay Period	End of Pay Period	Exempt Absences Deadline to Approve in Time & Absence	Exempt Pay Day	Additional Information
<b>July 2022 through December 2022</b>					
07/14/22	07/01/22	07/31/22	07/21/22 by 9 am	07/29/22	
08/18/22	08/01/22	08/31/22	08/25/22 by 9 am	08/31/22	
09/15/22	09/01/22	09/30/22	09/26/22 by 9 am	09/30/22	
10/18/22	10/01/22	10/31/22	10/25/22 by 9 am	10/31/22	
11/15/22	11/01/22	11/30/22	11/22/22 by 9 am	11/30/22	
12/13/22	12/01/22	12/31/22	12/20/22 by 9 am	12/30/22	

**All transactions are subject to the ePAR Deadlines - including funding changes.**