January, 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
					NEW YEARS DAY	
					PAYDAY	
					FAIDAI	
					State Holiday	
3	14	5	6		8	9
OSPS	Pre-note Deadline	<u>5</u>	<u> </u>	Prelim Cutoff - Dec Run 2	Exception Reports Available	9
	Paycheck distribution			3:00 pm Agy Interface File Due		
	ACH Processing			p (g)		
1 '	/ terri resessing					
	1					I
	11	12	13	14	15	16
OSPS Full	Final Cutoff - Dec Run 2	Payroll Reports Available Load SFMA, ePayroll & Datamart	10:15 am ACH Stops Leave Reports Available	CPERS File Loaded	PAYDAY	
Backup		Leave Accrual Update (LARS)	Post to SFMA			
Васкар		Leave Additial Opulie (LANO)	Dec Datamart Available			
			Run Quarterly Reports			
			W-2 file sent to P&D			
			1099 Info to OSPS			
			PPW Forum 2-4 pm	Qrtr 4 Reports Available		
17	18	19	20	21	22	23
	Martin Luther	Pre-note Deadline			Prelim Cutoff - Jan Run 1	
					3:00 pm Agy Interface File Due	
	King Day				3.00 pm Agy interface File Due	
Backup						
	State Holiday					
24	25	26	27	28	29	30
	Exception Reports Available	Final Cutoff - Jan Run 1	Payroll Reports Available	10:15 am ACH Stops		
Full	1 ' '	valori vari tari i	Load SFMA & ePayroll	Post to SFMA		
Backup						
31	7					

February, 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
OSPS Full Backup	PAYDAY Pre-note Deadline			Prelim Cutoff - Jan Run 2 3:00PM Agy Interface File Due	Exception Reports Available	
7	8		10	11	12	13
•	Final Cutoff - Jan Run 2	Payroll Reports Available Load SFMA, ePayroll & Datamart Leave Accrual Update (LARS)	10:15AM ACH Stops Leave Reports Available Post to SFMA Jan Datamart Available	CPERS File Loaded	PAYDAY	
14	15	16	17	18	19	20
	President's Day	Pre-note Deadline			Prelim Cutoff - Feb Run 1 3:00 pm Agy Interface File Due	20
	State Holiday	PPW Forum 2-3 pm				
21	22	23	24	25	26	27
OSPS Full Backup	Exception Reports Available	Final Cutoff - Feb Run 1	Payroll Reports Available Load SFMA & ePayroll	10:15 am ACH Stops Post to SFMA		
28	1-Mar					
OSPS Full Backup	PAYDAY					

March, 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28-Feb	1	2	3	4	5	6
OSPS	PAYDAY	Pre-note Deadline			Prelim Cutoff - Feb Run 2	
Full					3:00 pm Agy Interface File Due	
Backup						
7	18	9	110	l11	112	13
OSPS	Exception Reports Available	Final Cutoff - Feb Run 2	Payroll Reports Available	10:15 am ACH Stops	CPERS File Loaded	
Full	' '	l mai saton 1 ob itan 2	Load SFMA, ePayroll & Datamart	Leave Reports Available	1	
Backup			Leave Accrual Update (LARS)	Post to SFMA		
			, ,	Feb Datamart Available		
				Run Qrtrly Reports		
				•		
				1	Qrtr 1 Reports Available	
					arti Troporto Atvanasio	<u> </u>
14	15	16	17	18	19	20
OSPS	PAYDAY				Pre-note Deadline	
Full						
Backup						
		DDW 5				
		PPW Forum 2-3 pm				
21	22	23	24	25	26	27
OSPS			Prelim Cutoff - Mar Run 1	Exception Reports Available	Final Cutoff - Mar Run 1	
Full			3:00 pm Agy Interface File Due	Zioopiion reporte rivanazio	I mai outon - mai Run i	
Backup			o.oo piii / tgy iiitoliaoo i iio bao			
Daonap						
-						
28 OSPS	29	30	31	1-Apr		
OSPS Full	Payroll Reports Available	10:15 am ACH Stops Post to SFMA		PAYDAY		
Full Backup	Load SFMA & ePayroll	POSE TO STIVIA				
Баскир						
L	<u> </u>	<u> </u>		I .	1	

April, 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
				PAYDAY	Pre-note Deadline	
-						1
4 OSPS	5	6	7	8	9	10
			Prelim Cutoff - Mar Run 2	Exception Reports Available	Final Cutoff - Mar Run 2	
Full Backup			3:00 pm Agy Interface File Due			
Баскир						
	T			T	1	1
11	12	13	14 CPERS File Loaded	15	16	17
OSPS Full	Payroll Reports Available Load SFMA, ePayroll & Datamart	10:15 am ACH Stops Leave Reports Available	CPERS File Loaded	PAYDAY		
Backup	Leave Accrual Update (LARS)	Post to SFMA				
Васкар	Esavo / Issiraar Spaalo (E/ II/S)	Mar Datamart Available				
40	19	20	21	22	23	24
18 OSPS	Pre-note Deadline	20	21	Prelim Cutoff - Apr Run 1	Exception Reports Available	24
Full	1 re-note Deadine			3:00 pm Agy Interface File Due	Exception Reports Available	
Backup				5.50 pm Agy interface i lie Bue		
		DDW Farring 2.2 mm				
		PPW Forum 2-3 pm				
25	26	27	28	29	30	1-May
25 OSPS	Final Cutoff - Apr Run 1	Payroll Reports Available	10:15 am ACH Stops		PAYDAY	1-Way
Full	That Suton - Aprillan 1	Load SFMA & ePayroll	Post to SFMA			
Backup						
					1	

May, 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					30-Apr	1
					PAYDAY	
	3	4	le .	Ic.		8
OSPS	Pre-note Deadline	4	5	6 Prelim Cutoff - Apr Run 2	Exception Reports Available	0
Full	To note Boading			3:00 pm Agy Interface File Due	Exception reports / Wallable	
Backup				3,		
	1		<u> </u>			
9	10	11	12	13	14	15
OSPS Full	Final Cutoff - Apr Run 2	Payroll Reports Available	10:15 am ACH Stops	CPERS File Loaded	PAYDAY	
Backup		Load SFMA, ePayroll & Datamart Leave Accrual Update (LARS)	Leave Reports Available Post to SFMA			
Баскар		Louve / tool dail opadite (L/ ti to)	Apr Datamart Available			
			·			
	I	L				
16	17	18	19	20	21	22
OSPS	17	18 Pre-note Deadline	19	20	Prelim Cutoff - May Run 1	22
OSPS Full	17		19	20	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	22
OSPS	17		19	20	Prelim Cutoff - May Run 1	22
OSPS Full	17		19	20	Prelim Cutoff - May Run 1	22
OSPS Full	17		19	20	Prelim Cutoff - May Run 1	22
OSPS Full	17	Pre-note Deadline	19	20	Prelim Cutoff - May Run 1	22
OSPS Full Backup		Pre-note Deadline PPW Forum 2-3 pm			Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup	24	Pre-note Deadline PPW Forum 2-3 pm	26	27	Prelim Cutoff - May Run 1	22
OSPS Full Backup 23 OSPS		Pre-note Deadline PPW Forum 2-3 pm	26 Payroll Reports Available	27 10:15 am ACH Stops	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup 23 OSPS Full	24	Pre-note Deadline PPW Forum 2-3 pm	26	27	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup 23 OSPS	24	Pre-note Deadline PPW Forum 2-3 pm	26 Payroll Reports Available	27 10:15 am ACH Stops	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup 23 OSPS Full	24	Pre-note Deadline PPW Forum 2-3 pm	26 Payroll Reports Available	27 10:15 am ACH Stops	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup 23 OSPS Full	24	Pre-note Deadline PPW Forum 2-3 pm	26 Payroll Reports Available	27 10:15 am ACH Stops	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup 23 OSPS Full	24	Pre-note Deadline PPW Forum 2-3 pm	26 Payroll Reports Available	27 10:15 am ACH Stops	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup 23 OSPS Full Backup	24 Exception Reports Available	Pre-note Deadline PPW Forum 2-3 pm 25 Final Cutoff - May Run 1	26 Payroll Reports Available	27 10:15 am ACH Stops	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup 23 OSPS Full Backup 30 OSPS	24 Exception Reports Available	Pre-note Deadline PPW Forum 2-3 pm 25 Final Cutoff - May Run 1	26 Payroll Reports Available	27 10:15 am ACH Stops	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup 23 OSPS Full Backup 30 OSPS Full	24 Exception Reports Available 31 Memorial	Pre-note Deadline PPW Forum 2-3 pm 25 Final Cutoff - May Run 1	26 Payroll Reports Available	27 10:15 am ACH Stops	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup 23 OSPS Full Backup 30 OSPS	24 Exception Reports Available	Pre-note Deadline PPW Forum 2-3 pm 25 Final Cutoff - May Run 1	26 Payroll Reports Available	27 10:15 am ACH Stops	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup 23 OSPS Full Backup 30 OSPS Full	24 Exception Reports Available 31 Memorial	Pre-note Deadline PPW Forum 2-3 pm 25 Final Cutoff - May Run 1	26 Payroll Reports Available	27 10:15 am ACH Stops	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	
OSPS Full Backup 23 OSPS Full Backup 30 OSPS Full	24 Exception Reports Available 31 Memorial	Pre-note Deadline PPW Forum 2-3 pm 25 Final Cutoff - May Run 1	26 Payroll Reports Available	27 10:15 am ACH Stops	Prelim Cutoff - May Run 1 3:00 pm Agy Interface File Due	

June, 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
		PAYDAY	Pre-note Deadline			
						L
6	7	8	9	10	11	12
OSPS	Prelim Cutoff - May Run 2	Exception Reports Available	Final Cutoff - May Run 2	Payroll Reports Available	10:15 am ACH Stops	
Full	3:00 pm Agy Interface File Due		_	Load SFMA, ePayroll & Datamart	Leave Reports Available	
Backup				Leave Accrual Update (LARS)	Post to SFMA	
					May Datamart Available	
					Run Qrtrly Reports	
13	14	15	16	17	18	19
13 OSPS	17	PAYDAY	CPERS File Loaded	17	Pre-note Deadline	13
Full		I AIDAI			. To those 2 suamine	
Backup						
Васкар						
	Qrtr 2 reports available	PPW Forum 2-3 pm				
	I.		La	I		1
20 OSPS	21	22	23	24	25	26
OSPS			Prelim Cutoff - Jun Run 1	Exception Reports Available	Final Cutoff - Jun Run 1	
Full			3:00 pm Agy Interface File Due			
Backup						
	1	1	1	1	1	
27	28	29	30	1-Jul		
OSPS	Payroll Reports Available	10:15 am ACH Stops		PAYDAY		
Full	Load SFMA & ePayroll	Post to SFMA				
Backup						

July, 2021

			Wednesday	Thursday	Friday	Saturday
				1	2	3
1				PAYDAY		
				Pre-note Deadline		
					I	
4 5 OSPS In		6	7	8	9	10
OSPS In	ndependence		Prelim Cutoff - Jun Run 2	Exception Reports Available	Final Cutoff - Jun Run 2	
Full			3:00 pm Agy Interface File Due			
Backup D	ay (Observed)					
	,					
St	tate Holiday					
			l e e e e e e e e e e e e e e e e e e e	l	I	
11 12		13	14	15	16	17
OSPS Pa	ayroll Reports Available	10:15 am ACH Stops	CPERS File Loaded	PAYDAY		
	oad SFMA, ePayroll & Datamart	Leave Reports Available				
Backup Le	eave Accrual Update (LARS)	Post to SFMA				
		Jun Datamart Available				
				L		
18 19		20	21	22	23	24
	e-note Deadline			Prelim Cutoff - July Run 1	Exception Reports Available	
Full				3:00 pm Agy Interface	Available	
Backup				File Due		
		PPW Forum 2-3 pm				
			I			
25 26 OSPS Fi		27	28	29	30	31
OSPS Fi	inal Cutoff - Jul Run 1	Payroll Reports Available	10:15 am ACH Stops		PAYDAY	
		Load SFMA & ePayroll	Post to SFMA			
Full						
Full Backup						
Full						
Full						
Full						

August, 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
	Pre-note Deadline			Prelim Cutoff - Jul Run 2 3:00 pm Agy Interface File Due	Exception Reports Available	
8	9	10	11	12	13	14
OSPS Full Backup	Final Cutoff - Jul Run 2	Payroll Reports Available Load SFMA, ePayroll & Datamart Leave Accrual Update (LARS)	10:15 am ACH Stops Leave Reports Available Post to SFMA Jul Datamart Available	CPERS File Loaded	PAYDAY	
15 OSPS	16	17	18	19 Pre-note Deadline	20	21
Full Backup						
		PPW Forum 2-3 pm				
22	23	24	25	26	27	28
22 OSPS Full Backup		Prelim Cutoff - Aug Run 1 3:00 pm Agy Interface File Due	Exception Reports Available	Final Cutoff - Aug Run 1	Payroll Reports Available Load SFMA & ePayroll	
29	30	31	1-Sep			
OSPS Full Backup	10:15 am ACH Stops Post to SFMA		PAYDAY			

September, 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
			PAYDAY			
			Pre-note Deadline			
5	6	7	8	9	10	11
OSPS Full	Labor Day	Prelim Cutoff - Aug Run 2 3:00 pm Agy Interface File Due	Exception Reports Available	Final Cutoff - Aug Run 2	Payroll Reports Available Load SFMA, ePayroll & Datamart	
Backup		3.00 pm Agy interface File Due			Leave Accrual Update (LARS)	
Васкар					Louve / los dai opadio (L' il lo)	
	State Holiday					
	State Hollday					
12	13	14	15	16	17	18
OSPS	10:15 am ACH Stops		PAYDAY			
Full	Leave Reports Available Post to SFMA		CPERS File Loaded			
Backup	Aug Datamart Available					
	Run Qrtrly Reports					
		Qrtr 3 reports available				
<u></u>						
19 OSPS	20	21	22	23	24	25
OSPS	Pre-note Deadline			Prelim Cutoff - Sep Run 1	Exception Reports Available	
Full Backup				3:00 pm Agy Interface File Due		
васкир						
		PPW Forum 2-3 pm				
	I .	11 W 1 Oralli 2-3 pili				
26 OSPS	27	28	29	30	1-Oct	
OSPS	Final Cutoff - Sep Run 1	Payroll Reports Available	10:15 am ACH Stops		PAYDAY	
Full		Load SFMA & ePayroll	Post to SFMA			
Backup						

October, 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
					PAYDAY	
3	4	5	16	7	8	9
OSPS	Pre-note Deadline			Prelim Cutoff - Sep Run 2	Exception Reports Available	
Full				3:00 pm Agy Interface File Due		
Backup						
				,	<u> </u>	
10 OSPS	11	12	13	14	15	16
OSPS	Columbus Day (bank holiday)	Payroll Reports Available	9:15 am ACH Stops	CPERS File Loaded	PAYDAY	
Full	Final Cutoff - Sep Run 2	Load SFMA, ePayroll & Datamart	Leave Reports Available			
Backup		Leave Accrual Update (LARS)	Post to SFMA			
			Sep Datamart Available			
	T.a.	1	l.a.	Ta d	laa.	1
17 OSPS	18	19 Pre-note Deadline	20	21	22	23
Full		Pre-note Deadline			Prelim Cutoff - Oct Run 1	
Full Backup					3:00 pm Agy Interface File Due	
Васкир						
		PPW Forum 2-3 pm				
24	25	26	27	28	29	30
24 OSPS	Exception Reports Available	Final Cutoff - Oct Run 1	Payroll Reports Available	9:15 am ACH Stops		30
Full	Exception Reports Available	i mai Cuton - Oct Kun I	Load SFMA & ePayroll	Post to SFMA		
Backup						
]					
31]					

November, 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3	4	5	6
OSPS	PAYDAY			Prelim Cutoff - Oct Run 2	Exception Reports Available	
Full Backup	Pre-note Deadline			3:00 pm Agy Interface File Due		
Васкир						
7	8	9	10	11	12	13
OSPS	Final Cutoff - Oct Run 2	Payroll Reports Available	9:15 am ACH Stops	Veteran's Day		
Full	Load SFMA	Load ePayroll & Datamart	Leave Reports Available			
Backup	*Hold SFMS Batch Cycle to pick up	Leave Accrual Update (LARS)	Oct Datamart Available	CPERS File Loaded		
	payroll information	Post to SFMA				
				State Holiday		
14	15	16	17	18	19	20
14 OSPS	PAYDAY	Pre-note Deadline			Prelim Cutoff - Nov Run 1	
Full					3:00 pm Agy Interface File Due	
Backup						
		PPW Forum 2-3 pm				
24	22	23	24	25	26	27
21 OSPS	Exception Reports Available	Final Cutoff - Nov Run 1	Payroll Reports Available			21
Full		i mai outon - Nov Itali i	Load SFMA & ePayroll	Thanksgiving	Day After	
Backup				Day	Thanksgiving	
				24,		
					State Employee Holiday	
				State Holiday	Not Bank Holiday	
	<u> </u>	I	I	State Holiday	INOL BAILK FIORIDAY	
28 OSPS	29	30	1-Dec			
OSPS	9:15 am ACH Stops		PAYDAY			
Full Backup	Post to SFMA					
васкир						

December, 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	_		1	2	3	4
			PAYDAY	Pre-note Deadline		
E	6	7		l9	110	11
5 OSPS	6	Prelim Cutoff - Nov Run 2	Exception Reports Available	Final Cutoff - Nov Run 2	Payroll Reports Available	
Full		3:00 pm Agy Interface File Due	Exception reports Available	Final Cuton - Nov Run 2	Load SFMA, ePayroll & Datamart	
Backup		o.oo piii / igy iiikondoo i iio Bac			Leave Accrual Update (LARS)	
					-1 ()	
12	13	14	15	16	17	18
OSPS	9:15 am ACH Stops		PAYDAY		Pre-note Deadline	
Full	Leave Reports Available		CPERS File Loaded			
Backup	Post to SFMA					
	Nov Datamart Available					
19	20	21	22	23	24	25
OSPS			Prelim Cutoff - Dec Run 1	Exception Reports Available	Christmas Day	
Full			3:00 pm Agy Interface File Due		Omisimas Day	
Backup					(Observed)	
					,	
		PPW Forum 2-3 pm			State Holiday	Seth's Birthday
		PPW Forum 2-3 pm				Seth's Birthday
26	27	28	29	30	31	1-Jan
26 OSPS	Final Cutoff - Dec Run 1	Payroll Reports Available	9:15 am ACH Stops		NEW YEARS DAY	
Full		Load SFMA & ePayroll	Post to SFMA			
Backup					(Observed)	
					Ctata I laliday	
					State Holiday	

January, 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	,			j	31-Dec	1
					NEW YEARS DAY	
					Observed	
					State Holiday	
2	3	4	5	6	7	8
OSPS	PAYDAY	·		Prelim Cutoff - Dec Run 2	Exception Reports Available	
Full	Pre-note Deadline			3:00 pm Agy Interface File Due		
Backup	Paycheck distribution					
	ACH Processing					
9	10	11	12	13	14	15
OSPS Full	Final Cutoff - Dec Run 2	Payroll Reports Available	9:15 am ACH Stops	CPERS File Loaded	PAYDAY	
Full Backup		Load SFMA, ePayroll & Datamart Leave Accrual Update (LARS)	Leave Reports Available Post to SFMA			
Виокар		Esavo Assidai Spadio (Estro)	Dec Datamart Available			
			Run Quarterly Reports			
			W-2 file sent to P&D			
			1099 Info to OSPS	Qrtr 4 Reports Available		
				arti 4 Neporto Avallabio		
16	17	18	19	20	21	22
OSPS	Martin Luther		Pre-note Deadline			
Full	King Day					
Backup						
	State Holiday					
23	24	25	26	27	28	29
OSPS	Prelim Cutoff - Jan Run 1	Exception Reports Available	Final Cutoff - Jan Run 1	Payroll Reports Available	9:15 am ACH Stops	
Full Backup	3:00 pm Agy Interface File Due			Load SFMA & ePayroll	Post to SFMA	
васкир						
30	31	1-Feb				
30 OSPS		PAYDAY				
Full						
Backup						