CalTime

2017 BIWEEKLY TIMECARD APPROVAL DEADLINES
For Timekeepers

Cycle	PAY PERIOD END DATE (Saturday)	EMPLOYEE APPROVAL ** Saturday unless mid December)	SUPERVISOR APPROVAL ** Typically Monday unless Holiday Occurs	TIMEKEEPER SIGN-OFF (by 5pm)	PAY DATE (Wednesday unless Holiday)	CALTIME ACCRUALS UPDATED	EFFECTIVE DATE (** Includes Accruals)	HOLIDAYS
B1	12/31/2016	01/03/2017 **by 10am**	1/3/2017 **after 10am****	1/4/2017	1/11/2017	1/6/2017	1/1/2017	
B2	1/14/2017	1/14/2017	01/17/2017**	1/18/2017	1/25/2017	1/20/2017	1/15/2017	Holiday: 01/02
B1	1/28/2017	1/28/2017	1/30/2017	2/1/2017	2/8/2017	2/3/2017	1/29/2017	Holiday: 01/16
MO	1/31/2017	2/1/2017	2/6/2017	2/16/2017	2/1/2017	1/26/2017	2/1/2017	
B2	2/11/2017	2/11/2017	2/13/2017	2/14/2017	2/22/2017	2/16/2017	2/12/2017	
B1	2/25/2017	2/25/2017	2/27/2017	3/1/2017	3/8/2017	3/3/2017	2/26/2017	Holiday: 02/20
MO	2/28/2017	3/1/2017	3/6/2017	3/17/2017	3/1/2017	2/23/2017	3/1/2017	
B2	3/11/2017	3/11/2017	3/13/2017	3/15/2017	3/22/2017	3/17/2017	3/12/2017	
B1	3/25/2017	3/25/2017	3/27/2017	3/28/2017	4/5/2017	3/30/2017	3/26/2017	
MO	3/31/2017	4/3/2017	4/6/2017	4/17/2017	3/30/2017	3/24/2017	4/1/2017	
B2	4/8/2017	4/8/2017	4/10/2017	4/12/2017	4/19/2017	4/14/2017	4/9/2017	Holiday: 03/31
B1	4/22/2017	4/22/2017	4/24/2017	4/26/2017	5/3/2017	4/28/2017	4/23/2017	
MO	4/30/2017	5/1/2017	5/5/2017	5/15/2017	5/1/2017	4/25/2017	5/1/2017	
B2	5/6/2017	5/6/2017	5/8/2017	5/10/2017	5/17/2017	5/12/2017	5/7/2017	
B1	5/20/2017	5/20/2017	5/22/2017	5/23/2017	5/31/2017	5/25/2017	5/21/2017	
MO	5/31/2017	6/1/2017	6/6/2017	6/16/2017	6/1/2017	5/23/2017	6/1/2017	
B2	6/3/2017	6/3/2017	6/5/2017	6/7/2017	6/14/2017	6/9/2017	6/4/2017	Holiday: 05/29
B1	6/17/2017	6/17/2017	6/19/2017	6/21/2017	6/28/2017	6/23/2017	6/18/2017	
MO	6/30/2017	7/3/2017	7/6/2017	7/18/2017	6/30/2017	6/26/2017	7/1/2017	
B2	7/1/2017	7/1/2017	7/3/2017	7/5/2017	7/12/2017	7/7/2017	7/2/2017	
B1	7/15/2017	7/15/2017	7/17/2017	7/19/2017	7/26/2017	7/21/2017	7/16/2017	Holiday: 07/04
B2	7/29/7017	7/29/7017	7/31/2017	8/1/2017	8/9/2017	8/3/2017	7/30/7017	
MO	7/31/2017	8/1/2017	8/4/2017	8/18/2017	8/1/2017	7/26/2017	8/1/2017	
B1	8/12/2017	8/12/2017	8/14/2017	8/16/2017	8/23/2017	8/18/2017	8/13/2017	
B2	8/26/2017	8/26/2017	8/28/2017	8/29/2017	9/6/2017	8/31/2017	8/27/2017	
MO	8/31/2017	9/1/2017	9/6/2017	9/15/2017	9/1/2017	8/28/2017	9/1/2017	
B1	9/9/2017	9/9/2017	9/11/2017	9/13/2017	9/20/2017	9/15/2017	9/10/2017	Holiday:09/04
B2	9/23/2017	9/23/2017	9/25/2017	9/27/2017	10/4/2017	9/29/2017	9/24/2017	

Cycle	PAY PERIOD END DATE (Saturday)	EMPLOYEE APPROVAL ** Saturday unless mid December)	SUPERVISOR APPROVAL ** Typically Monday unless Holiday Occurs	TIMEKEEPER SIGN-OFF (by 5pm)	PAY DATE (Wednesday unless Holiday)	CALTIME ACCRUALS UPDATED	EFFECTIVE DATE (** Includes Accruals)	HOLIDAYS
MO	9/30/2017	10/2/2017	10/5/2017	10/13/2017	9/29/2017	9/25/2017	10/1/2017	
B1	10/7/2017	10/7/2017	10/9/2017	10/11/2017	10/18/2017	10/13/2017	10/8/2017	
B2	10/21/2017	10/21/2017	10/23/2017	10/25/2017	11/1/2017	10/27/2017	10/22/2017	
MO	10/31/2017	11/1/2017	11/6/2017	11/15/2017	11/1/2017	10/25/2017	11/1/2017	
B1	11/4/2017	11/4/2017	11/6/2017	11/7/2017	11/15/2017	11/9/2017	11/5/2017	
B2	11/18/2017	11/18/2017	11/20/2017 **by Noon**	11/20/2017	11/29/2017	11/22/2017	11/19/2017	Holiday:11/10
MO	11/30/2017	12/1/2017	12/5/2017	12/11/2017	12/1/2017	11/27/2017	12/1/2017	
B1	12/2/2017	12/2/2017	12/4/2017	12/6/2017	12/13/2017	12/8/2017	12/3/2017	Holiday:11/23-24
B2	12/16/2017	12/14/2017	12/15/2017 **by Noon**	12/15/2017 **after Noon**	12/27/2017	12/19/2017	12/17/2017	
MO	12/31/2017	1/2/2018	1/5/2018	1/12/2018	1/2/2018	12/22/2017	1/1/2018	
B1	12/30/2017	01/02/2018 **by 10am**	1/2/2018 **after 10am**	1/3/2018	1/10/2018	1/5/2018	12/31/2017	Holiday: 12/25-12/26, Curtailment 12/27-28, 12/29

Produced by the Controllers Office | Central Payroll Department