



## 2022 CALTIME TIMECARD APPROVAL DEADLINES

### For Biweekly Paid Employees

Pay Cycle	Pay Date	Pay Period Begin	Pay Period End	Employee Approval	Supervisor Approval	CALTIME ACCRUALS UPDATED	EFFECTIVE DATE (* Includes Accruals)	HOLIDAYS	
B1	Wed. 01/05/22	Sun. 12/12/21	Sat. 12/25/21	Sat. 12/25/21	<b>Mon. 12/27/21</b>	<b>By 9 am</b>	Wed. 01/05/22	Sun. 12/26/21	12/24
B2	Wed. 01/19/22	Sun. 12/26/21	Sat. 01/08/22	Sat. 01/08/22	Mon. 01/10/22	By Noon	Wed. 01/19/22	Sun. 01/09/22	
B1	Wed. 02/02/22	Sun. 01/09/22	Sat. 01/22/22	Sat. 01/22/22	Mon. 01/24/22	By Noon	Wed. 02/02/22	Sun. 01/23/22	01/17
B2	Wed. 02/16/22	Sun. 01/23/22	Sat. 02/05/22	Sat. 02/05/22	Mon. 02/07/22	By Noon	Wed. 02/16/22	Sun. 02/06/22	
B1	Wed. 03/02/22	Sun. 02/06/22	Sat. 02/19/22	Sat. 02/19/22	<b>Tue. 02/22/22</b>	<b>By 9 am</b>	Wed. 03/02/22	Sun. 02/20/22	
B2	Wed. 03/16/22	Sun. 02/20/22	Sat. 03/05/22	Sat. 03/05/22	Mon. 03/07/22	By Noon	Wed. 03/16/22	Sun. 03/06/22	02/21
B3*	Wed. 03/30/22	Sun. 03/06/22	Sat. 03/19/22	Sat. 03/19/22	Mon. 03/21/22	By Noon	Wed. 03/30/22	Sun. 03/20/22	
B1	Wed. 04/13/22	Sun. 03/20/22	Sat. 04/02/22	Sat. 04/02/22	Mon. 04/04/22	By Noon	Wed. 04/13/22	Sun. 04/03/22	03/25
B2	Wed. 04/27/22	Sun. 04/03/22	Sat. 04/16/22	Sat. 04/16/22	Mon. 04/18/22	By Noon	Wed. 04/27/22	Sun. 04/17/22	
B1	Wed. 05/11/22	Sun. 04/17/22	Sat. 04/30/22	Sat. 04/30/22	Mon. 05/02/22	By Noon	Wed. 05/11/22	Sun. 05/01/22	
B2	Wed. 05/25/22	Sun. 05/01/22	Sat. 05/14/22	Sat. 05/14/22	Mon. 05/16/22	By Noon	Wed. 05/25/22	Sun. 05/15/22	
B1	Wed. 06/08/22	Sun. 05/15/22	Sat. 05/28/22	Sat. 05/28/22	<b>Tue. 05/31/22</b>	<b>By 9 am</b>	Wed. 06/08/22	Sun. 05/29/22	
B2	Wed. 06/22/22	Sun. 05/29/22	Sat. 06/11/22	Sat. 06/11/22	Mon. 06/13/22	By Noon	Wed. 06/22/22	Sun. 06/12/22	05/30
B1	Wed. 07/06/22	Sun. 06/12/22	Sat. 06/25/22	Sat. 06/25/22	Mon. 06/27/22	By Noon	Wed. 07/06/22	Sun. 06/26/22	06/20
B2	Wed. 07/20/22	Sun. 06/26/22	Sat. 07/09/22	Sat. 07/09/22	Mon. 07/11/22	By Noon	Wed. 07/20/22	Sun. 07/10/22	07/04
B1	Wed. 08/03/22	Sun. 07/10/22	Sat. 07/23/22	Sat. 07/23/22	Mon. 07/25/22	By Noon	Wed. 08/03/22	Sun. 07/24/22	
B2	Wed. 08/17/22	Sun. 07/24/22	Sat. 08/06/22	Sat. 08/06/22	Mon. 08/08/22	By Noon	Wed. 08/17/22	Sun. 08/07/22	
B3*	Wed. 08/31/22	Sun. 08/07/22	Sat. 08/20/22	Sat. 08/20/22	Mon. 08/22/22	By Noon	Wed. 08/31/22	Sun. 08/21/22	
B1	Wed. 09/14/22	Sun. 08/21/22	Sat. 09/03/22	Sat. 09/03/22	<b>Tue. 09/06/22</b>	<b>By 9 am</b>	Wed. 09/14/22	Sun. 09/04/22	
B2	Wed. 09/28/22	Sun. 09/04/22	Sat. 09/17/22	Sat. 09/17/22	Mon. 09/19/22	By Noon	Wed. 09/28/22	Sun. 09/18/22	09/05
B1	Wed. 10/12/22	Sun. 09/18/22	Sat. 10/01/22	Sat. 10/01/22	Mon. 10/03/22	By Noon	Wed. 10/12/22	Sun. 10/02/22	
B2	Wed. 10/26/22	Sun. 10/02/22	Sat. 10/15/22	Sat. 10/15/22	Mon. 10/17/22	By Noon	Wed. 10/26/22	Sun. 10/16/22	
B1	Wed. 11/09/22	Sun. 10/16/22	Sat. 10/29/22	Sat. 10/29/22	Mon. 10/31/22	By Noon	Wed. 11/09/22	Sun. 10/30/22	
B2	Wed. 11/23/22	Sun. 10/30/22	Sat. 11/12/22	Sat. 11/12/22	Mon. 11/14/22	By Noon	Wed. 11/23/22	Sun. 11/13/22	11/11
B1	Wed. 12/07/22	Sun. 11/13/22	Sat. 11/26/22	Sat. 11/26/22	Mon. 11/28/22	By Noon	Wed. 12/07/22	Sun. 11/27/22	11/24,11/25
B2	Wed. 12/21/22	Sun. 11/27/22	Sat. 12/10/22	Sat. 12/10/22	Mon. 12/12/22	By Noon	Wed. 12/21/22	Sun. 12/11/22	
B1	Wed. 01/04/23	Sun. 12/11/22	Sat. 12/24/22	Sat. 12/24/22	Tue. 12/27/22	<b>By 9 am</b>	Wed. 01/04/23	Sun. 12/25/22	
B2	Wed. 01/18/23	Sun. 12/25/22	Sat. 01/07/23	Sat. 01/07/23	Mon. 01/09/23	By Noon	Wed. 01/18/23	Sun. 01/08/23	12/23, 12/26, 12/30, 1/02, 1/03

\*Benefits Holiday: During a Benefits Holiday, no flat dollar deductions (such as Medical and Dental) are taken from the employees paycheck. A Benefits holiday applies to the 3rd biweekly paycheck in a calendar month.