

Fiscal Year 2018 PHR/Payroll Control Schedule

Fiscal Year & PP #	Pay Period Start Date	Pay Period End Date	Pay Check Issue Date \$\$\$	Timesheet Approval Cut-off Date	NRA Paperwork Due to Payroll	SRA & Other Deduction Docs Due to Payroll	Final Docs Due to CPB	CREATE & APPROVE PHR Time Entry & Pay Adjustments	VIEW Pay Calculation Screen	APPROVE Pay Calculation Screen (by noon of last day)	Teacher Retirement & UMCP/UMBC Parking & Transit Pass Deductions Taken	Health Plans Deduction Taken
FY17 26	06-11-17	06-24-17	06-30-17	07-01-17	06-13-17	06-20-17	06-22-17	06-12-17 thru 06-20-17	06-14-17 thru 06-20-17	06-21-17 thru 06-22-17	NO	YES (22 pay employees not paid)
FY18 01	06-25-17	07-08-17	07-14-17	07-15-17	06-27-17	07-04-17	07-06-17	06-26-17 thru 07-04-17	06-28-17 thru 07-04-17	07-05-17 thru 07-06-17	NO	YES (22 pay employees not paid)
FY18 02	07-09-17	07-22-17	07-28-17	07-29-17	07-11-17	07-18-17	07-20-17	07-10-17 thru 07-18-17	07-12-17 thru 07-18-17	07-19-17 thru 07-20-17	NO	YES (22 pay employees not paid)
FY18 03	07-23-17	08-05-17	08-11-17	08-12-17	07-25-17	08-01-17	08-03-17	07-24-17 thru 08-01-17	07-26-17 thru 08-01-17	08-02-17 thru 08-03-17	NO	YES (22 pay employees not paid)
FY18 04	08-06-17	08-19-17	08-25-17	08-26-17	08-08-17	08-15-17	08-17-17	08-07-17 thru 08-15-17	08-09-17 thru 08-15-17	08-16-17 thru 08-17-17	NO	YES
FY18 05	08-20-17	09-02-17	09-08-17	09-09-17	08-22-17	08-28-17	08-30-17	08-21-17 thru 08-28-17	08-23-17 thru 08-28-17	08-29-17 thru 08-30-17	YES	YES
FY18 06	09-03-17	09-16-17	09-22-17	09-23-17	09-05-17	09-12-17	09-14-17	09-04-17 thru 09-12-17	09-06-17 thru 09-12-17	09-13-17 thru 09-14-17	YES	YES
FY18 07	09-17-17	09-30-17	10-06-17	10-07-17	09-19-17	09-26-17	09-28-17	09-18-17 thru 09-26-17	09-20-17 thru 09-26-17	09-27-17 thru 09-28-17	YES	NO
FY18 08	10-01-17	10-14-17	10-20-17	10-21-17	10-03-17	10-10-17	10-12-17	10-02-17 thru 10-10-17	10-04-17 thru 10-10-17	10-11-17 thru 10-12-17	YES	YES
FY18 09	10-15-17	10-28-17	11-03-17	11-04-17	10-17-17	10-24-17	10-26-17	10-16-17 thru 10-24-17	10-18-17 thru 10-24-17	10-25-17 thru 10-26-17	YES	YES
FY18 10	10-29-17	11-11-17	11-17-17	11-18-17	10-31-17	11-06-17	11-08-17	10-30-17 thru 11-06-17	11-01-17 thru 11-06-17	11-07-17 thru 11-08-17	YES	YES
FY18 11	11-12-17	11-25-17	12-01-17	12-02-17	11-14-17	11-17-17	11-21-17	11-13-17 thru 11-20-17	11-15-17 thru 11-20-17	11-21-17 thru 11-22-17	YES	YES
FY18 12	11-26-17	12-09-17	12-15-17	12-16-17	11-28-17	12-05-17	12-07-17	11-27-17 thru 12-05-17	11-29-17 thru 12-05-17	12-06-17 thru 12-07-17	YES	YES
FY18 13	12-10-17	12-23-17	12-29-17	12-30-17	12-12-17	12-18-17	12-20-17	12-11-17 thru 12-18-17	12-13-17 thru 12-18-17	12-19-17 thru 12-20-17	YES	YES
FY18 14	12-24-17	01-06-18	01-12-18	01-13-18	12-15-17	01-02-18	01-04-18	12-25-17 thru 01-02-18	12-27-17 thru 01-02-18	01-03-18 thru 01-04-18	YES	YES
FY18 15	01-07-18	01-20-18	01-26-18	01-27-18	01-09-18	01-16-18	01-18-18	01-08-18 thru 01-16-18	01-10-18 thru 01-16-18	01-17-18 thru 01-18-18	YES	YES
FY18 16	01-21-18	02-03-18	02-09-18	02-10-18	01-23-18	01-30-18	02-01-18	01-22-18 thru 01-30-18	01-24-18 thru 01-30-18	01-31-18 thru 02-01-18	YES	YES
FY18 17	02-04-18	02-17-18	02-23-18	02-24-18	02-06-18	02-12-18	02-14-18	02-05-18 thru 02-12-18	02-07-18 thru 02-12-18	02-13-18 thru 02-14-18	YES	YES
FY18 18	02-18-18	03-03-18	03-09-18	03-10-18	02-20-18	02-27-18	03-01-18	02-19-18 thru 02-27-18	02-21-18 thru 02-27-18	02-28-18 thru 03-01-18	YES	YES
FY18 19	03-04-18	03-17-18	03-23-18	03-24-18	03-06-18	03-13-18	03-15-18	03-05-18 thru 03-13-18	03-07-18 thru 03-13-18	03-14-18 thru 03-15-18	YES	YES
FY18 20	03-18-18	03-31-18	04-06-18	04-07-18	03-16-18	03-27-18	03-29-18	03-19-18 thru 03-27-18	03-21-18 thru 03-27-18	03-28-18 thru 03-29-18	YES	NO
FY18 21	04-01-18	04-14-18	04-20-18	04-21-18	04-03-18	04-10-18	04-12-18	04-02-18 thru 04-10-18	04-04-18 thru 04-10-18	04-11-18 thru 04-12-18	YES	YES
FY18 22	04-15-18	04-28-18	05-04-18	05-05-18	04-17-18	04-24-18	04-26-18	04-16-18 thru 04-24-18	04-18-18 thru 04-24-18	04-25-18 thru 04-26-18	YES	YES
FY18 23	04-29-18	05-12-18	05-18-18	05-19-18	05-01-18	05-08-18	05-10-18	04-30-18 thru 05-08-18	05-02-18 thru 05-08-18	05-09-18 thru 05-10-18	YES	YES
FY18 24	05-13-18	05-26-18	06-01-18	06-02-18	05-15-18	05-21-18	05-23-18	05-14-18 thru 05-21-18	05-16-18 thru 05-21-18	05-22-18 thru 05-23-18	YES	YES
FY18 25	05-27-18	06-09-18	06-15-18	06-16-18	05-29-18	06-05-18	06-07-18	05-28-18 thru 06-05-18	05-30-18 thru 06-05-18	06-06-18 thru 06-07-18	NO	YES (x5 for 22 pay employees)
FY18 26	06-10-18	06-23-18	06-29-18	06-30-18	06-12-18	06-19-18	06-21-18	06-11-18 thru 06-19-18	06-13-18 thru 06-19-18	06-20-18 thru 06-21-18	NO	YES (22 pay employees not paid)
FY19 01	06-24-18	07-07-18	07-13-18	07-14-18	06-26-18	07-03-18	07-05-18	06-25-18 thru 07-03-18	06-27-18 thru 07-03-18	07-04-18 thru 07-05-18	NO	YES (22 pay employees not paid)

Last Pay Period in FY17

Pay date/deadline date changed due to CPB request/holiday scheduling.

In PP25 Health Plans & Group Life are multi-deducted prior to the inactivation of deductions for 22 pay employees