

AFTER-THE-FACT (ATF) PAYROLL - F55, F59, F69, F77, F78, F6N, F6O

PEOPLESOFT (PS) APPROVAL WORKFLOW DUE DATE FOR CALENDAR YEAR 2022

PAY PERIOD	PAY DATE	Personnel and Position Management Change Forms submit to HR by 9:00am	EM / APT / CASUAL / OVERLOAD			CIVIL SERVICE
			HR to submit into PeopleSoft by 9:00am	Fiscal Authority Approve in PeopleSoft by 9:00am	Appointing Officer Approve in PeopleSoft by 9:00am	D55s, Meals, T/A, LWOP to Payroll by 11:00am & submit to HR by 8:00am
12/16/22 - 12/31/22	01/20/23	12/16/22	12/19/22	12/27/22	12/28/22	12/29/22
01/01/23 - 01/15/23	02/03/23	01/03/23	01/06/23	01/11/23	01/12/23	01/13/23
01/16/23 - 01/31/23	02/17/23	01/16/23	01/19/23	01/26/23	01/27/23	01/30/23
02/01/23 - 02/15/23	03/03/23	01/30/23	02/02/23	02/08/23	02/09/23	02/10/23
02/16/23 - 02/28/23	03/20/23	02/13/23	02/16/22	02/24/23	02/27/23	02/28/23
03/01/23 - 03/15/23	04/05/23	02/27/23	03/02/23	03/13/23	03/14/23	03/15/23
03/16/23 - 03/31/23	04/20/23	03/13/23	03/16/23	03/28/23	03/29/23	03/30/23
04/01/23 - 04/15/23	05/05/23	03/31/23	04/03/23	04/13/23	04/14/23	04/17/23
04/16/23 - 04/30/23	05/19/23	04/14/23	04/17/23	04/27/23	04/28/23	05/01/23
05/01/23 - 05/15/23	06/05/23	04/28/23	05/01/23	05/11/23	05/12/23	05/15/23
05/16/23 - 05/31/23	06/20/23	05/15/23	05/18/23	05/25/23	05/26/23	05/30/23
06/01/23 - 06/15/23	07/05/23	06/02/23	06/05/23	06/09/23	06/13/23	06/14/23
06/16/23 - 06/30/23	07/20/23	06/16/23	06/19/23	06/27/23	06/27/23	06/29/23
07/01/23 - 07/15/23	08/04/23	06/30/23	07/03/23	07/13/23	07/14/23	07/17/23
07/16/23 - 07/31/23	08/17/23	07/14/23	07/17/23	07/26/23	07/26/23	07/28/23
08/01/23 - 08/15/23	09/05/23	07/31/23	08/03/23	08/10/23	08/11/23	08/14/23
08/16/23 - 08/31/23	09/20/23	08/14/23	08/17/23	08/28/23	08/29/23	08/30/23
09/01/23 - 09/15/23	10/05/23	09/01/23	09/04/23	09/13/23	09/13/23	09/15/23
09/16/23 - 09/30/23	10/20/23	09/15/23	09/18/23	09/28/23	09/29/23	10/02/23
10/01/23 - 10/15/23	11/03/23	09/29/23	10/02/23	10/12/23	10/13/23	10/16/23
10/16/23 - 10/31/23	11/20/23	10/13/23	10/16/23	10/26/23	10/27/23	10/30/23
11/01/23 - 11/15/23	12/05/23	10/30/23	11/02/23	11/09/23	11/13/23	11/14/23
11/16/23 - 11/30/23	12/20/23	11/13/23	11/16/23	11/28/23	11/28/23	11/30/23
12/01/23 - 12/15/23	01/05/24	12/01/23	12/04/23	12/12/23	12/12/23	12/14/23
12/16/23 - 12/31/23	01/19/24	TBA	TBA	TBA	TBA	TBA