

**Payroll Shared Services  
Payroll Calendar  
July 2022 – December 2022**

| <b>PAY DATE</b> | <b>Payroll Confirm Date</b> | <b>Preliminary Transaction Submission<br/>Due by 2:00 P.M.</b> | <b>Emergency Transaction<br/>Hard Stop Deadline<br/>Due by 2:00 P.M.</b> |
|-----------------|-----------------------------|--|--|
| 15-Jul-22       | 11-Jul-22                   | 7-Jul-22   | 8-Jul-22   |
| 29-Jul-22       | 25-Jul-22                   | 21-Jul-22  | 22-Jul-22  |
| 15-Aug-22       | 9-Aug-22                    | 5-Aug-22   | 8-Aug-22   |
| 31-Aug-22       | 25-Aug-22                   | 23-Aug-22  | 24-Aug-22  |
| 15-Sep-22       | 9-Sep-22                    | 7-Sep-22   | 8-Sep-22   |
| 30-Sep-22       | 26-Sep-22                   | 22-Sep-22  | 23-Sep-22  |
| 14-Oct-22       | 7-Oct-22                    | 5-Oct-22   | 6-Oct-22   |
| 31-Oct-22       | 25-Oct-22                   | 21-Oct-22  | 24-Oct-22  |
| 15-Nov-22       | 8-Nov-22                    | 4-Nov-22   | 7-Nov-22   |
| 30-Nov-22       | 22-Nov-22                   | 17-Nov-22  | 21-Nov-22  |
| 15-Dec-22       | 9-Dec-22                    | 7-Dec-22   | 8-Dec-22   |
| 30-Dec-22       | 22-Dec-22                   | 20-Dec-22  | 21-Dec-22  |

**NOTES:**

- Questions about this calendar should be directed to: [FSSC\\_Payroll@sao.ga.gov](mailto:FSSC_Payroll@sao.ga.gov)
- The calendar was developed from the TeamWorks HCM System’s payroll calendar found on SAO’s website at <https://sao.georgia.gov/training-calendars/sao-calendars>
- Additional deadlines are provided on this calendar to allow for processing, and quality control measures to ensure error-free pay entries.