

Payroll Shared Services			
Payroll Calendar			
January - June 2024			
Pay Date	Payroll Confirm Date	Preliminary Transaction Submission Due by 2:00 PM	Emergency Transaction Hard Stop Deadline Due by 2:00 PM
January 12, 2024	January 8, 2024	January 4, 2024	January 5, 2024
January 31, 2024	January 25, 2024	January 23, 2024	January 24, 2024
February 15, 2024	February 9, 2024	February 7, 2024	February 8, 2024
February 29, 2024	February 23, 2024	February 21, 2024	February 22, 2024
March 15, 2024	March 11, 2024	March 7, 2024	March 8, 2024
March 29, 2024	March 22, 2024	March 20, 2024	March 21, 2024
April 15, 2024	April 9, 2024	April 5, 2024	April 8, 2024
April 30, 2024	April 24, 2024	April 22, 2024	April 23, 2024
May 15, 2024	May 9, 2024	May 7, 2024	May 8, 2024
May 31, 2024	May 24, 2024	May 22, 2024	May 23, 2024
June 14, 2024	June 10, 2024	June 6, 2024	June 7, 2024
June 28, 2024	June 24, 2024	June 20, 2024	June 21, 2024

**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