

Payroll Shared Services			
Payroll Calendar			
January - June 2023			
Pay Date	Payroll Confirm Date	Preliminary Transaction Submission Due by 2:00 PM	Emergency Transactions Hard Stop Deadline Due by 2:00 PM
January 13, 2023	January 9, 2023	January 5, 2023	January 6, 2023
January 31, 2023	January 25, 2023	January 23, 2023	January 24, 2023
February 15, 2023	February 9, 2023	February 7, 2023	February 8, 2023
February 28, 2023	February 22, 2023	February 20, 2023	February 21, 2023
March 15, 2023	March 9, 2023	March 7, 2023	March 8, 2023
March 31, 2023	March 27, 2023	March 23, 2023	March 24, 2023
April 14, 2023	April 10, 2023	April 5, 2023	April 6, 2023
April 28, 2023	April 24, 2023	April 20, 2023	April 21, 2023
May 15, 2023	May 9, 2023	May 5, 2023	May 8, 2023
May 31, 2023	May 24, 2023	May 22, 2023	May 23, 2023
June 15, 2023	June 9, 2023	June 7, 2023	June 8, 2023
June 30, 2023	June 26, 2023	June 22, 2023	June 23, 2023

NOTES:

- Questions about this calendar should be directed to: 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