



**Appendix B
Payroll Shared Services
Calendar Year 2013 Payroll Calendar**

Pay Date	Payroll Confirm Date	Preliminary Transaction Submission (Due by 2pm)	Transaction Final Deadline (Due by noon)
January 15, 2013	January 9, 2013	January 04, 2013	January 08, 2013
January 31, 2013	January 25, 2013	January 22, 2013	January 24, 2013
February 15, 2013	February 11, 2013	February 06, 2013	February 08, 2013
February 28, 2013	February 22, 2013	February 19, 2013	February 21, 2013
March 15, 2013	March 11, 2013	March 06, 2013	March 08, 2013
March 29, 2013	March 25, 2013	March 20, 2013	March 22, 2013
April 15, 2013	April 09, 2013	April 04, 2013	April 08, 2013
April 30, 2013	April 24, 2013	April 19, 2013	April 23, 2013
May 15, 2013	May 09, 2013	May 06, 2013	May 08, 2013
May 31, 2013	May 24, 2013	May 21, 2013	May 23, 2013
June 14, 2013	June 10, 2013	June 05, 2013	June 07, 2013
June 28, 2013	June 24, 2013	June 19, 2013	June 21, 2013



**Appendix B
Payroll Shared Services
Calendar Year 2013 Payroll Calendar**

Pay Date	Payroll Confirm Date	Preliminary Transaction Submission (Due by 2pm)	Transaction Final Deadline (Due by noon)
July 15, 2013	July 09, 2013	July 03, 2013	July 08, 2013
July 31, 2013	July 25, 2013	July 22, 2013	July 24, 2013
August 15, 2013	August 09, 2013	August 06, 2013	August 08, 2013
August 30, 2013	August 26, 2013	August 21, 2013	August 23, 2013
September 13, 2013	September 09, 2013	September 04, 2013	September 06, 2013
September 30, 2013	September 24, 2013	September 19, 2013	September 23, 2013
October 15, 2013	October 08, 2013	October 03, 2013	October 07, 2013
October 31, 2013	October 25, 2013	October 22, 2013	October 24, 2013
November 15, 2013	November 08, 2013	November 05, 2013	November 07, 2013
November 27, 2013	November 21, 2013	November 18, 2013	November 20, 2013
December 13, 2013	December 09, 2013	December 04, 2013	December 06, 2013
December 31, 2013	December 23, 2013	December 18, 2013	December 20, 2013