

Fiscal Year 2019 PHR/Payroll Control Schedule

Fiscal Year & PP #	Pay Period Start Date	Pay Period End Date	Pay Check Issue Date \$\$\$	Timesheet Approval Cut-off Date	NRA Paperwork Due to Payroll	SRA & Other Deduction Docs Due to Payroll	Final Docs Due to CPB	CREATE & APPROVE PHR Time Entry & Pay Adjustments	VIEW Pay Calculation Screen	APPROVE Pay Calculation Screen (by noon of last day)	Teacher Retirement & UMCP/UMBC Parking & Transit Pass Deductions Taken	Health Plans Deduction Taken
FY18 26	06-10-18	06-23-18	06-29-18	06-30-18	06-12-18	06-19-18	06-21-18	06-11-18 thru 06-19-18	06-13-18 thru 06-19-18	06-20-18 thru 06-21-18	NO	YES (22 pay employees not paid)
FY19 01	06-24-18	07-07-18	07-13-18	07-14-18	06-26-18	07-02-18	07-05-18	06-25-18 thru 07-02-18	06-27-18 thru 07-03-18	07-04-18 thru 07-05-18	NO	YES (22 pay employees not paid)
FY19 02	07-08-18	07-21-18	07-27-18	07-28-18	07-10-18	07-17-18	07-19-18	07-09-18 thru 07-17-18	07-11-18 thru 07-17-18	07-18-18 thru 07-19-18	NO	YES (22 pay employees not paid)
FY19 03	07-22-18	08-04-18	08-10-18	08-11-18	07-24-18	07-31-18	08-02-18	07-23-18 thru 07-31-18	07-25-18 thru 07-31-18	08-01-18 thru 08-02-18	NO	YES (22 pay employees not paid)
FY19 04	08-05-18	08-18-18	08-24-18	08-25-18	08-07-18	08-14-18	08-16-18	08-06-18 thru 08-14-18	08-08-18 thru 08-14-18	08-15-18 thru 08-16-18	NO	YES
FY19 05	08-19-18	09-01-18	09-07-18	09-08-18	08-21-18	08-27-18	08-29-18	08-20-18 thru 08-27-18	08-22-18 thru 08-27-18	08-28-18 thru 08-29-18	YES	YES
FY19 06	09-02-18	09-15-18	09-21-18	09-22-18	09-04-18	09-11-18	09-13-18	09-03-18 thru 09-11-18	09-05-18 thru 09-11-18	09-12-18 thru 09-13-18	YES	YES
FY19 07	09-16-18	09-29-18	10-05-18	10-06-18	09-18-18	09-25-18	09-27-18	09-17-18 thru 09-25-18	09-19-18 thru 09-25-18	09-26-18 thru 09-27-18	YES	NO
FY19 08	09-30-18	10-13-18	10-19-18	10-20-18	10-02-18	10-09-18	10-11-18	10-01-18 thru 10-09-18	10-03-18 thru 10-09-18	10-10-18 thru 10-11-18	YES	YES
FY19 09	10-14-18	10-27-18	11-02-18	11-03-18	10-16-18	10-23-18	10-25-18	10-15-18 thru 10-23-18	10-17-18 thru 10-23-18	10-24-18 thru 10-25-18	YES	YES
FY19 10	10-28-18	11-10-18	11-16-18	11-17-18	10-30-18	11-05-18	11-07-18	10-29-18 thru 11-04-18	10-31-18 thru 11-04-18	11-06-18 thru 11-07-18	YES	YES
FY19 11	11-11-18	11-24-18	11-30-18	12-01-18	11-13-18	11-16-18	11-20-18	11-12-18 thru 11-19-18	11-14-18 thru 11-19-18	11-20-18 thru 11-21-18	YES	YES
FY19 12	11-25-18	12-08-18	12-14-18	12-15-18	11-27-18	12-04-18	12-06-18	11-26-18 thru 12-04-18	11-28-18 thru 12-04-18	12-05-18 thru 12-06-18	YES	YES
FY19 13	12-09-18	12-22-18	12-28-18	12-29-18	12-11-18	12-17-18	12-19-18	12-10-18 thru 12-17-18	12-12-18 thru 12-17-18	12-18-19 thru 12-19-18	YES	YES
FY19 14	12-23-18	01-05-19	01-11-19	01-12-19	12-14-18	01-02-19	01-03-19	12-24-18 thru 01-01-19	12-26-18 thru 01-01-19	01-02-19 thru 01-03-19	YES	YES
FY19 15	01-06-19	01-19-19	01-25-19	01-26-19	01-08-19	01-14-19	01-16-19	01-07-19 thru 01-14-19	01-09-19 thru 01-14-19	01-15-19 thru 01-16-19	YES	YES
FY19 16	01-20-19	02-02-19	02-08-19	02-09-19	01-22-19	01-29-19	01-31-19	01-21-19 thru 01-29-19	01-23-19 thru 01-29-19	01-30-19 thru 01-31-19	YES	YES
FY19 17	02-03-19	02-16-19	02-22-19	02-23-19	02-05-19	02-11-19	02-13-19	02-04-19 thru 02-11-19	02-06-19 thru 02-11-19	02-12-19 thru 02-13-19	YES	YES
FY19 18	02-17-19	03-02-19	03-08-19	03-09-19	02-19-19	02-26-19	02-28-19	02-18-19 thru 02-26-19	02-20-19 thru 02-26-19	02-27-19 thru 02-28-19	YES	YES
FY19 19	03-03-19	03-16-19	03-22-19	03-23-19	03-05-19	03-12-19	03-14-19	03-04-19 thru 03-12-19	03-06-19 thru 03-12-19	03-13-19 thru 03-14-19	YES	YES
FY19 20	03-17-19	03-30-19	04-05-19	04-06-19	03-15-19	03-26-19	03-28-19	03-18-19 thru 03-26-19	03-20-19 thru 03-26-19	03-27-19 thru 03-28-19	YES	NO
FY19 21	03-31-19	04-13-19	04-19-19	04-20-19	04-02-19	04-09-19	04-11-19	04-01-19 thru 04-09-19	04-03-19 thru 04-09-19	04-10-19 thru 04-11-19	YES	YES
FY19 22	04-14-19	04-27-19	05-03-19	05-04-19	04-16-19	04-23-19	04-25-19	04-15-19 thru 04-23-19	04-17-19 thru 04-23-19	04-24-19 thru 04-25-19	YES	YES
FY19 23	04-28-19	05-11-19	05-17-19	05-18-19	04-30-19	05-07-19	05-09-19	04-29-19 thru 05-07-19	05-01-19 thru 05-07-19	05-08-19 thru 05-09-19	YES	YES
FY19 24	05-12-19	05-25-19	05-31-19	06-01-19	05-14-19	05-20-19	05-22-19	05-13-19 thru 05-20-19	05-15-19 thru 05-20-19	05-21-19 thru 05-22-19	YES	YES
FY19 25	05-26-19	06-08-19	06-14-19	06-15-19	05-28-19	06-04-19	06-06-19	05-27-19 thru 06-04-19	05-29-19 thru 06-04-19	06-05-19 thru 06-06-19	NO	YES (x5 for 22 pay employees)
FY19 26	06-09-19	06-22-19	06-28-19	06-29-19	06-11-19	06-18-19	06-20-19	06-10-19 thru 06-18-19	06-12-19 thru 06-18-19	06-19-19 thru 06-20-19	NO	YES (22 pay employees not paid)
FY20 01	06-23-19	07-06-19	07-12-19	07-13-19	06-25-19	07-01-19	07-03-19	06-24-19 thru 07-02-19	06-26-19 thru 07-02-19	07-03-19 thru 07-04-19	NO	YES (22 pay employees not paid)

Last Pay Period in FY18

Pay date/deadline date changed due to CPB request and/or holiday scheduling

In PP25 Health Plans & Group Life are multi-deducted prior to the inactivation of deductions for 22 pay employees