

2023 Schedule of Bi-Weekly Pay Dates

Staff Holidays

- January 2.....New Year’s Day
- January 16MLK, Jr. Observance
- March 13-17.....Spring Break
- May 29.....Memorial Day
- June 19.....Juneteenth
- July 4.....Independence Day
- September 4.....Labor Day
- November 23 & 24.....Thanksgiving
- December 22-29.....Christmas

Staff Holidays

Pay Dates

ePAF Labor Reports & WTE are due.



<p>January 2023</p> <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					<p>February 2023</p> <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28					<p>March 2023</p> <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> </table>	S	M	T	W	T	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								
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Bi-Weekly Payroll

Pay Dates & Pay Periods

	WTE	Pay Period		Check Date
	<u>Due by 12:01 P.M on:</u>	From	To	
1	12/22/22	12/14/22	12/27/22	1/6/23
2	1/12/23	12/28/22	1/10/23	1/20/23
3	1/26/23	1/11/23	1/24/23	2/3/23
4	2/9/23	1/25/23	2/7/23	2/17/23
5	2/23/23	2/8/23	2/21/23	3/3/23
6	3/8/23	2/22/23	3/7/23	3/17/23
7	3/23/23	3/8/23	3/21/23	3/31/23
8	4/6/23	3/22/23	4/4/23	4/14/23
9	4/20/23	4/5/23	4/18/23	4/28/23
10	5/4/23	4/19/23	5/2/23	5/12/23
11	5/18/23	5/3/23	5/16/23	5/26/23
12	6/1/23	5/17/23	5/30/23	6/9/23
13	6/14/23	5/31/23	6/13/23	6/23/23
14	6/28/23	6/14/23	6/27/23	7/7/23
15	7/13/23	6/28/23	7/11/23	7/21/23
16	7/27/23	7/12/23	7/25/23	8/4/23
17	8/10/23	7/26/23	8/8/23	8/18/23
18	8/24/23	8/9/23	8/22/23	9/1/23
19	9/7/23	8/23/23	9/5/23	9/15/23
20	9/21/23	9/6/23	9/19/23	9/29/23
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22	10/19/23	10/4/23	10/17/23	10/27/23
23	11/2/23	10/18/23	10/31/23	11/10/23
24	11/16/23	11/1/23	11/14/23	11/24/23
25	11/30/23	11/15/23	11/28/23	12/8/23
26	12/14/23	11/29/23	12/12/23	12/22/23

ePAF LABOR REPORTS

All employees charging to a Contract, Grant or Cost Share org code, and/or have a change to their labor distribution are required to turn in an ePAF Labor Report biweekly to the Payroll Office. ePAF Labor Reports are due at the same time as web time entry on Thursday at 12:01 P.M.

If you have questions, please contact the Payroll Office at (256) 824-2254.

Visit our web page:

www.uah.edu/payroll

ePAFs

Generally, ePAFs must be submitted to the Office of Human Resources two days before ePAF Labor Reports and WTE are due.