

2022

Payroll Calendar & Web Time Entry Due Dates

For Exempt and EHRA Employees

| Lv Period | Calendar Days Covered | | Submit Deadline | Approve Deadline | Payroll Date |
|-----------|-----------------------|------------|-----------------|-------------------|--------------------|
| | From | To | | | |
| MN01 | 1/1/2022 | 1/31/2022 | 02/01/2022 | February 2, 2022 | February 28,2022 |
| MN02 | 2/1/2022 | 2/28/2022 | 03/01/2022 | March 3, 2022 | March 31, 2022 |
| MN03 | 3/1/2022 | 3/31/2022 | 04/01/2022 | April 4, 2022 | April 29, 2022 |
| MN04 | 4/1/2022 | 4/30/2022 | 05/02/2022 | May 3, 2022 | May 31, 2022 |
| MN05 | 5/1/2022 | 5/31/2022 | 06/01/2022 | June 2, 2022 | June 30, 2022 |
| MN06 | 6/1/2022 | 6/30/2022 | 07/01/2022 | July 5, 2022 | July 29, 2022 |
| MN07 | 7/1/2022 | 7/31/2022 | 08/01/2022 | August 2, 2022 | August 31, 2022 |
| MN08 | 8/1/2022 | 8/31/2022 | 09/01/2022 | September 2, 2022 | September 30, 2022 |
| MN09 | 9/1/2022 | 9/30/2022 | 10/03/2022 | October 4, 2022 | October 31,2022 |
| MN10 | 10/1/2022 | 10/31/2022 | 11/01/2022 | November 2, 2022 | November 30, 2022 |
| MN11 | 11/1/2022 | 11/30/2022 | 12/01/2022 | December 2, 2022 | December 21, 2022 |
| MN12 | 12/1/2022 | 12/31/2022 | 12/20/2022 | December 21, 2022 | January 31, 2022 |