

CSS Team 9

Biweekly Employee and Supervisor Approval Deadlines

Calendar Year 2016	Biweekly	Pay Period		EE Approval Dates	Suvs'r Approval	Pay Dates
JANUARY	B1	12/20/15	01/02/16	01/02/16	01/04/16	January 13, 2016
	B2	01/03/16	01/16/16	01/16/16	01/19/16	January 27, 2016
	B1	01/17/16	01/30/16	01/30/16	02/01/16	February 10, 2016
FEBRUARY	B2	01/31/16	02/13/16	02/13/16	02/16/16	February 24, 2016
	B1	02/14/16	02/27/16	02/27/16	02/29/16	March 9, 2016
MARCH	B2	02/28/16	03/12/16	03/12/16	03/14/16	March 23, 2016
	B1	03/13/16	03/26/16	03/26/16	03/28/16	April 6, 2016
APRIL	B2	03/27/16	04/09/16	04/09/16	04/11/16	April 20, 2016
	B1	04/10/16	04/23/16	04/23/16	04/25/16	May 4, 2016
MAY	B2	04/24/16	05/07/16	05/07/16	05/09/16	May 18, 2016
	B1	05/08/16	05/21/16	05/21/16	05/23/16	June 1, 2016
JUNE	B2	05/22/16	06/04/16	06/04/16	06/06/16	June 15, 2016
	B1	06/05/16	06/18/16	06/18/16	06/20/16	June 29, 2016
JULY	B2	06/19/16	07/02/16	07/02/16	07/05/16	July 13, 2016
	B1	07/03/16	07/16/16	07/16/16	07/18/16	July 27, 2016
	B2	07/17/16	07/30/16	07/30/16	08/01/16	August 10, 2016
AUGUST	B1	07/31/16	08/13/16	08/13/16	08/15/16	August 24, 2016
	B2	08/14/16	08/27/16	08/27/16	08/29/16	September 7, 2016
SEPTEMBER	B1	08/28/16	09/10/16	09/10/16	09/12/16	September 21, 2016
	B2	09/11/16	09/24/16	09/24/16	09/26/16	October 5, 2016
OCTOBER	B1	09/25/16	10/08/16	10/08/16	10/10/16	October 19, 2016
	B2	10/09/16	10/22/16	10/22/16	10/24/16	November 2, 2016
NOVEMBER	B1	10/23/16	11/05/16	11/05/16	11/07/16	November 16, 2016
	B2	11/06/16	11/19/16	11/16/16	11/21/16	November 30, 2016
DECEMBER	B1	11/20/16	12/03/16	TBD	TBD	December 14, 2016
	B2	12/04/16	12/17/16	TBD	TBD	December 28, 2016

NOTE: November B2 11/19/16 PPE supervisor approval by noon on 11/21/15.
 December deadline is in short period of time due to Holidays and
 Curtailments office closure