

SPS/CPB Processing Schedule for CONTRACTUAL system

CT	PP#	PAY PERIOD BEGIN	DBM PAYROLL ADM RUNS 1st PAYROLL	AGENCIES START REVIEW	PAY PERIOD ENDING	EMPLOYEES: TIMESHEET SUBMISSION BY 11:59pm	AGENCIES SUBMIT PAYROLL INPUT BY 10:00AM	MANAGER: TIMESHEET APPROVAL BY 12:00PM	DBM/AGENCY REVIEW PAYROLL RESULTS after 1:00PM	CORRECTIONS SUBMITTED TO DBM BY 10:00AM	DBM PAYROLL ADM SUBMITS GROSS PAYROLL TO CPB BY 9:00 am	Pay Date		GENERATE Termination file for PPE	TRANSMIT Termination file	In Workday By Noon	CT CPB FIRST DROP	In Workday By Noon	CT CPB SECOND DROP	CT Address File
CT	13	11/29/2017	12/11/2017	11/29/2017	12/12/2017	12/12/2017	12/12/2017	12/13/2017	12/13/2017	12/14/2017	12/15/2017	12/20/2017		11/4/2017	12/4/2017	12/1/2017	12/4/2017	12/8/2017	12/11/2017	12/13/2017
CT	14	12/13/2017	12/22/2017	12/22/2017	12/26/2017	12/22/2017	12/22/2017	12/26/2017	12/26/2017	12/27/2017	12/28/2017	1/3/2018		11/18/2017	12/18/2017	12/15/2017	12/18/2017	12/20/2017	12/21/2017	12/26/2017
CT	15	12/27/2017	1/8/2018	1/8/2018	1/9/2018	1/8/2018	1/8/2018	1/9/2018	1/9/2018	1/10/2018	1/11/2018	1/17/2018		11/29/2017	12/29/2017	12/28/2017	12/29/2017	1/4/2018	1/5/2018	1/9/2018
CT	16	1/10/2018	1/22/2018	1/22/2018	1/23/2018	1/23/2018	1/23/2018	1/24/2018	1/24/2018	1/25/2018	1/26/2018	1/31/2018		12/13/2017	1/12/2018	1/11/2018	1/12/2018	1/19/2018	1/22/2018	1/24/2018
CT	17	1/24/2018	2/5/2018	2/5/2018	2/6/2018	2/6/2018	2/6/2018	2/7/2018	2/7/2018	2/8/2018	2/9/2018	2/14/2018		12/30/2017	1/29/2018	1/26/2018	1/29/2018	2/2/2018	2/5/2018	2/7/2018
CT	18	2/7/2018	2/19/2018	2/19/2018	2/20/2018	2/20/2018	2/20/2018	2/21/2018	2/21/2018	2/22/2018	2/23/2018	2/28/2018		1/13/2018	2/12/2018	2/9/2018	2/12/2018	2/15/2018	2/16/2018	2/21/2018
CT	19	2/21/2018	3/5/2018	3/5/2018	3/6/2018	3/6/2018	3/6/2018	3/7/2018	3/7/2018	3/8/2018	3/9/2018	3/14/2018		1/27/2018	2/26/2018	2/23/2018	2/26/2018	3/2/2018	3/5/2018	3/7/2018
CT	20	3/7/2018	3/19/2018	3/19/2018	3/20/2018	3/20/2018	3/20/2018	3/21/2018	3/21/2018	3/22/2018	3/23/2018	3/28/2018		2/10/2018	3/12/2018	3/9/2018	3/12/2018	3/16/2018	3/19/2018	3/21/2018
CT	21	3/21/2018	4/2/2018	4/2/2018	4/3/2018	4/3/2018	4/3/2018	4/4/2018	4/4/1948	4/5/2018	4/6/2018	4/11/2018		2/24/2018	3/26/2018	3/23/2018	3/26/2018	3/30/2018	4/2/2018	4/4/2018
CT	22	4/4/2018	4/16/2018	4/16/2018	4/17/2018	4/17/2018	4/17/2018	4/18/2018	4/18/2018	4/19/2018	4/20/2018	4/25/2018		3/10/2018	4/9/2018	4/6/2018	4/9/2018	4/13/2018	4/16/2018	4/18/2018
CT	23	4/18/2018	4/30/2018	4/30/2018	5/1/2018	5/1/2018	5/1/2018	5/2/2018	5/2/2018	5/3/2018	5/4/2018	5/9/2018		3/24/2018	4/23/2018	4/20/2018	4/23/2018	4/27/2018	4/30/2018	5/2/2018
CT	24	5/2/2018	5/14/2018	5/14/2018	5/15/2018	5/15/2018	5/15/2018	5/16/2018	5/16/2018	5/17/2018	5/18/2018	5/23/2018		4/7/2018	5/7/2018	5/4/2018	5/7/2018	5/11/2018	5/14/2018	5/16/2018
CT	25	5/16/2018	5/28/2018	5/28/2017	5/29/2018	5/29/2018	5/29/2018	5/30/2018	5/30/2018	5/31/2018	6/1/2018	6/6/2018		4/21/2018	5/21/2018	5/18/2018	5/21/2018	5/24/2018	5/25/2018	5/30/2018
CT	26	5/30/2018	6/11/2018	6/11/2018	6/12/2018	6/12/2018	6/12/2018	6/13/2018	6/13/2018	6/14/2018	6/15/2018	6/20/2018		5/5/2018	6/4/2018	6/1/2018	6/4/2018	6/8/2018	6/11/2018	6/13/2018