

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: TMSHEET 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	16	1/6/2021	1/18/2021	1/18/2021	1/19/2021	1/19/2021	1/19/2021	1/20/2021	1/20/2021	1/21/2021	1/22/2021	1/27/2021		12/9/2020	1/11/2021	1/8/2021	1/11/2021	1/14/2021	1/15/2021	1/20/2021
CT	17	1/20/2021	2/1/2021	2/1/2021	2/2/2021	2/2/2021	2/2/2021	2/3/2021	2/3/2021	2/4/2021	2/5/2021	2/10/2021		12/23/2020	1/25/2021	1/22/2021	1/25/2021	1/29/2021	2/1/2021	2/3/2021
CT	18	2/3/2021	2/15/2021	2/15/2021	2/16/2021	2/16/2021	2/16/2021	2/17/2021	2/17/2021	2/18/2021	2/19/2021	2/24/2021		1/6/2021	2/8/2021	2/5/2021	2/8/2021	2/11/2021	2/12/2021	2/17/2021
CT	19	2/17/2021	3/1/2021	3/1/2021	3/2/2021	3/2/2021	3/2/2021	3/3/2021	3/3/2021	3/4/2021	3/5/2021	3/10/2021		1/20/2021	2/22/2021	2/19/2021	2/22/2021	2/26/2021	3/1/2021	3/3/2021
CT	20	3/3/2021	3/15/2021	3/15/2021	3/16/2021	3/16/2021	3/16/2021	3/17/2021	3/17/2021	3/18/2021	3/19/2021	3/24/2021		2/3/2021	3/8/2021	3/5/2021	3/8/2021	3/12/2021	3/15/2021	3/17/2021
CT	21	3/17/2021	3/29/2021	3/29/2021	3/30/2021	3/30/2021	3/30/2021	3/31/2021	3/31/2021	4/1/2021	4/2/2021	4/7/2021		2/17/2021	3/22/2021	3/19/2021	3/22/2021	3/26/2021	3/29/2021	3/31/2021
CT	22	3/31/2021	4/12/2021	4/12/2021	4/13/2021	4/13/2021	4/13/2021	4/14/2021	4/14/2021	4/15/2021	4/16/2021	4/21/2021		3/3/2021	4/5/2021	4/2/2021	4/5/2021	4/9/2021	4/12/2021	4/14/2021
CT	23	4/14/2021	4/26/2021	4/26/2021	4/27/2021	4/27/2021	4/27/2021	4/28/2021	4/28/2021	4/29/2021	4/30/2021	5/5/2021		3/17/2021	4/19/2021	4/16/2021	4/19/2021	4/23/2021	4/26/2021	4/28/2021
CT	24	4/28/2021	5/10/2021	5/10/2021	5/11/2021	5/11/2021	5/11/2021	5/12/2021	5/12/2021	5/13/2021	5/14/2021	5/19/2021		3/31/2021	5/3/2021	4/30/2021	5/3/2021	5/7/2021	5/10/2021	5/12/2021
CT	25	5/12/2021	5/24/2021	5/24/2021	5/25/2021	5/24/2021	5/24/2021	5/25/2021	5/25/2021	5/26/2021	*5/27/2021	6/2/2021		4/14/2021	5/17/2021	5/14/2021	5/17/2021	5/20/2021	5/21/2021	5/25/2021
CT	26	5/26/2021	6/7/2021	6/7/2021	6/8/2021	6/8/2021	6/8/2021	6/9/2021	6/9/2021	6/10/2021	6/11/2021	6/16/2021		4/27/2021	5/28/2021	5/27/2021	5/28/2021	6/4/2021	6/7/2021	6/9/2021
CT	1	6/9/2021	6/21/2021	6/21/2021	6/22/2021	6/22/2021	6/22/2021	6/23/2021	6/23/2021	6/24/2021	6/25/2021	6/30/2021		5/12/2021	6/14/2021	6/11/2021	6/14/2021	6/18/2021	6/21/2021	6/23/2021
CT	2	6/23/2021	7/5/2021	7/5/2021	7/6/2021	7/6/2021	7/6/2021	7/7/2021	7/7/2021	7/8/2021	7/9/2021	7/14/2021		5/26/2021	6/28/2021	6/25/2021	6/28/2021	7/1/2021	7/2/2021	7/7/2021

* Due Date Advanced Due to Holiday
 § Check Date Advanced Due to Holiday