

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: TIMSHEET 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	25	5/16/2018	5/28/2018	5/28/2018	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
CT	1	6/13/2018	6/22/2018	6/22/2018	6/26/2018	6/25/2018	6/25/2018	6/26/2018	6/26/2018	6/27/2018	6/28/2018	7/3/2018	5/19/2018	6/18/2018	6/15/2018	6/18/2018	6/21/2018	6/22/2018	6/26/2018
CT	2	6/27/2018	7/9/2018	7/9/2018	7/10/2018	7/10/2018	7/10/2018	7/11/2018	7/11/2018	7/12/2018	7/13/2018	7/18/2018	6/2/2018	7/2/2018	6/29/2018	7/2/2018	7/6/2018	7/9/2018	7/11/2018
CT	3	7/11/2018	7/23/2018	7/23/2018	7/24/2018	7/24/2018	7/24/2018	7/25/2018	7/25/2018	7/26/2018	7/27/2018	8/1/2018	6/16/2018	7/16/2018	7/13/2018	7/16/2018	7/20/2018	7/23/2018	7/25/2018
CT	4	7/25/2018	8/6/2018	8/6/2018	8/7/2018	8/7/2018	8/7/2018	8/8/2018	8/8/2018	8/9/2018	8/10/2018	8/15/2018	6/30/2018	7/30/2018	7/27/2018	7/30/2018	8/3/2018	8/6/2018	8/8/2018
CT	5	8/8/2018	8/20/2018	8/20/2018	8/21/2018	8/21/2018	8/21/2018	8/22/2018	8/22/2018	8/23/2018	8/24/2018	8/29/2018	7/14/2018	8/13/2018	8/10/2018	8/13/2018	8/17/2018	8/20/2018	8/22/2018
CT	6	8/22/2018	9/3/2018	9/3/2018	9/4/2018	9/4/2018	9/4/2018	9/5/2018	9/5/2018	9/6/2018	9/7/2018	9/12/2018	7/28/2018	8/27/2018	8/24/2018	8/27/2018	8/30/2018	8/31/2018	9/5/2018
CT	7	9/5/2018	9/17/2018	9/17/2018	9/18/2018	9/18/2018	9/18/2018	9/19/2018	9/19/2018	9/20/2018	9/21/2018	9/26/2018	8/11/2018	9/10/2018	9/7/2018	9/10/2018	9/14/2018	9/17/2018	9/19/2018
CT	8	9/19/2018	9/28/2018	9/28/2018	10/2/2018	10/1/2018	10/1/2018	10/2/2018	10/2/2018	10/3/2018	10/4/2018	10/10/2018	8/25/2018	9/24/2018	9/21/2018	9/24/2018	9/27/2018	9/28/2018	10/2/2018
CT	9	10/3/2018	10/15/2018	10/15/2018	10/16/2018	10/16/2018	10/16/2018	10/17/2018	10/17/2018	10/18/2018	10/19/2018	10/24/2018	9/5/2018	10/5/2018	10/4/2018	10/5/2018	10/12/2018	10/15/2018	10/17/2018
CT	10	10/17/2018	10/26/2018	10/26/2018	10/30/2018	10/29/2018	10/29/2018	10/30/2018	10/30/2018	10/31/2018	11/1/2018	11/7/2018	9/22/2018	10/22/2018	10/19/2018	10/22/2018	10/25/2018	10/26/2018	10/30/2018
CT	11	10/31/2018	11/12/2018	11/12/2018	11/13/2018	11/13/2018	11/13/2018	11/14/2018	11/14/2018	11/15/2018	11/16/2018	11/21/2018	10/3/2018	11/2/2018	11/1/2018	11/2/2018	11/8/2018	11/9/2018	11/14/2018
CT	12	11/14/2018	11/26/2018	11/26/2018	11/27/2018	11/27/2018	11/27/2018	11/28/2018	11/28/2018	11/29/2018	11/30/2018	12/5/2018	10/20/2018	11/19/2018	11/16/2018	11/19/2018	11/23/2018	11/26/2018	11/28/2018
CT	13	11/28/2018	12/10/2018	12/10/2018	12/11/2018	12/11/2018	12/11/2018	12/12/2018	12/12/2018	12/13/2018	12/14/2018	12/19/2018	11/3/2018	12/3/2018	11/30/2018	12/3/2018	12/7/2018	12/10/2018	12/12/2018
CT	14	12/12/2018	12/20/2018	12/20/2018	12/25/2018	12/21/2018	12/21/2018	12/24/2018	12/24/2018	12/26/2018	12/27/2018	1/2/2019	11/17/2018	12/17/2018	12/14/2018	12/17/2018	12/20/2018	12/21/2018	12/24/2018
CT	15	12/26/2018	1/7/2019	1/17/2019	1/8/2019	1/8/2019	1/8/2019	1/9/2018	1/9/2018	1/10/2018	1/11/2019	1/16/2019	12/1/2018	12/31/2018	12/28/2018	12/31/2018	1/4/2019	1/7/2019	1/9/2019
CT	16	1/9/2019	1/21/2019	1/21/2019	1/22/2019	1/22/2019	1/22/2019	1/23/2019	1/23/2019	1/24/2019	1/25/2019	1/30/2019	12/15/2018	1/14/2019	1/11/2019	1/14/2019	1/17/2019	1/18/2019	1/23/2019
CT	17	1/23/2019	2/4/2019	2/4/2019	2/5/2019	2/5/2019	2/5/019	2/6/2019	2/6/2019	2/7/2019	2/8/2019	2/13/2019	12/29/2018	1/28/2019	1/25/2019	1/28/2019	2/1/2019	2/4/2019	2/6/2019

• Dates in red signify a change due to a holiday