

2020 BIWEEKLY PAYROLL CALENDAR

* Deviates from the normal deadline

** BW = USA

BH = USA HealthCare Management LLC

BI = University of South Alabama Health Authority

| Payroll ID** and Number | Period Covered | PA/Paperwork Due In HR or Payroll As Appropriate Before 4:00 PM ****(Tuesday)**** | Kronos Timekeeping System Confirmation Before 1:00 PM | Employee Web Time Entry Completed by 10:00 am(a) Supervisor Approval Before 1:00 PM | Amended/(Manual*) Timesheets Due In Payroll Before Noon | Check Date |
|--|-------------------------|--|--|---|--|--------------------|
| BW/BH/BI 01 | 12/22/2019 - 01/04/2020 | 12/30/2019* | 01/06/2020 | 01/06/2020 | 01/07/2020 | 01/10/2020 |
| BW/BH/BI 02 | 01/05/2020 - 01/18/2020 | 01/14/2020 | 01/20/2020 | 01/20/2020 | 01/21/2020 | 01/24/2020 |
| BW/BH/BI 03 | 01/19/2020 - 02/01/2020 | 01/28/2020 | 02/03/2020 | 02/03/2020 | 02/04/2020 | 02/07/2020 |
| BW/BH/BI 04 | 02/02/2020 - 02/15/2020 | 02/11/2020 | 02/17/2020 | 02/17/2020 | 02/18/2020 | 02/21/2020 |
| BW/BH/BI 05 | 02/16/2020 - 02/29/2020 | 02/24/2020* | 03/02/2020 | 03/02/2020 | 03/03/2020 | 03/06/2020 |
| BW/BH/BI 06 | 03/01/2020 - 03/14/2020 | 03/10/2020 | 03/16/2020 | 03/16/2020 | 03/17/2020 | 03/20/2020 |
| BW/BH/BI 07 | 03/15/2020 - 03/28/2020 | 03/24/2020 | 03/30/2020 | 03/30/2020 | 03/31/2020 | 04/03/2020 |
| BW/BH/BI 08 | 03/29/2020 - 04/11/2020 | 04/07/2020 | 04/13/2020 | 04/13/2020 | 04/14/2020 | 04/17/2020 |
| BW/BH/BI 09 | 04/12/2020 - 04/25/2020 | 04/21/2020 | 04/27/2020 | 04/27/2020 | 04/28/2020 | 05/01/2020 |
| BW/BH/BI 10 | 04/26/2020 - 05/09/2020 | 05/05/2020 | 05/11/2020 | 05/11/2020 | 05/12/2020 | 05/15/2020 |
| BW/BH/BI 11 | 05/10/2020 - 05/23/2020 | 05/19/2020 | 05/25/2020 | 05/25/2020 | 05/26/2020 | 05/29/2020 |
| BW/BH/BI 12 | 05/24/2020 - 06/06/2020 | 06/02/2020 | 06/08/2020 | 06/08/2020 | 06/09/2020 | 06/12/2020 |
| BW/BH/BI 13 | 06/07/2020 - 06/20/2020 | 06/16/2020 | 06/22/2020 | 06/22/2020 | 06/23/2020 | 06/26/2020 |
| BW/BH/BI 14 | 06/21/2020 - 07/04/2020 | 06/30/2020 | 07/06/2020 | 07/06/2020 | 07/07/2020 | 07/10/2020 |
| BW/BH/BI 15 | 07/05/2020 - 07/18/2020 | 07/14/2020 | 07/20/2020 | 07/20/2020 | 07/21/2020 | 07/24/2020 |
| BW/BH/BI 16 | 07/19/2020 - 08/01/2020 | 07/28/2020 | 08/03/2020 | 08/03/2020 | 08/04/2020 | 08/07/2020 |
| BW/BH/BI 17 | 08/02/2020 - 08/15/2020 | 08/11/2020 | 08/17/2020 | 08/17/2020 | 08/18/2020 | 08/21/2020 |
| BW/BH/BI 18 | 08/16/2020 - 08/29/2020 | 08/25/2020 | 08/31/2020 | 08/31/2020 | 09/01/2020 | 09/04/2020 |
| BW/BH/BI 19 | 08/30/2020 - 09/12/2020 | 09/08/2020 | 09/14/2020 | 09/14/2020 | 09/15/2020 | 09/18/2020 |
| BW/BH/BI 20 | 09/13/2020 - 09/26/2020 | 09/22/2020 | 09/28/2020 | 09/28/2020 | 09/29/2020 | 10/02/2020 |
| BW/BH/BI 21 | 09/27/2020 - 10/10/2020 | 10/06/2020 | 10/12/2020 | 10/12/2020 | 10/13/2020 | 10/16/2020 |
| BW/BH/BI 22 | 10/11/2020 - 10/24/2020 | 10/20/2020 | 10/26/2020 | 10/26/2020 | 10/27/2020 | 10/30/2020 |
| BW/BH/BI 23 | 10/25/2020 - 11/07/2020 | 11/02/2020* | 11/08/2020* | 11/08/2020* | 11/09/2020* | 11/13/2020 |
| BW/BH/BI 24 | 11/08/2020 - 11/21/2020 | 11/16/2020* | 11/22/2020* | 11/22/2020* | 11/23/2020* | 11/27/2020 |
| BW/BH/BI 25 | 11/22/2020 - 12/05/2020 | 12/01/2020 | 12/07/2020 | 12/07/2020 | 12/8/2020 | 12/11/2020 |
| BW/BH/BI 26 | 12/06/2020 - 12/19/2020 | 12/15/2020 | 12/20/2020* | 12/20/2020* | 12/21/2020* | 12/24/2020* |

Dates may be subject to change due to unforeseen circumstances

(a) Note - Departmental deadlines may be earlier than payroll deadlines, please always verify with your supervisor.

Revised 09/10/2019