

## 2022 Personnel Action Due Date Calendar Biweekly Employees

Current Employee Change Effective Date	New Hire Start Date & Day 1 Onboarding	Request Due to HR	Pay Date	New Employee Orientation
01/02/22	01/03/22	12/20/21	01/20/22	01/21/22
01/16/22	01/17/22	01/03/22	02/03/22	01/21/22
01/30/22	01/31/22	01/17/22	02/17/22	02/18/22
02/13/22	02/14/22	01/31/22	03/03/22	02/18/22
02/27/22	02/28/22	02/14/22	03/17/22	03/18/22
03/13/22	03/14/22	02/28/22	03/31/22	03/18/22
03/27/22	03/28/22	03/14/22	04/14/22	04/15/22
04/10/22	04/11/22	03/28/22	04/28/22	04/15/02
04/24/22	04/25/22	04/11/22	05/12/22	07/15/22
05/08/22	05/09/22	04/25/22	05/26/22	07/15/22
05/22/22	05/23/22	05/09/22	06/09/22	07/15/22
06/05/22	06/06/22	05/23/22	06/23/22	07/15/22
06/19/22	06/21/22 *	06/06/22	07/07/22	07/15/22
07/03/22	07/05/22 *	06/21/22	07/21/22	07/15/22
07/17/22	07/18/22	07/05/22	08/04/22	08/22/22
07/31/22	08/01/22	07/18/22	08/18/22	08/22/22
08/14/22	08/15/22	08/01/22	09/01/22	08/22/22
08/28/22	08/29/22	08/15/22	09/15/22	09/16/22
09/11/22	09/12/22	08/29/22	09/29/22	09/16/22
09/25/22	09/26/22	09/12/22	10/13/22	10/21/22
10/09/22	10/10/22	09/26/22	10/27/22	10/21/22
10/23/22	10/24/22	10/10/22	11/10/22	11/18/22
11/06/22	11/07/22	10/24/22	11/23/22	11/18/22
11/20/22	11/21/22	11/07/22	12/08/22	12/16/22
12/04/22	12/05/22	11/21/22	12/22/22	12/16/22
12/18/22	12/19/22	12/05/22	01/05/23	TBD 2023
01/01/23	<b>01/04/23</b>	12/19/22	01/19/23	TBD 2023

\* New Employee will start on Tuesday due to Monday holiday.

\*\* New Employee will start on Wednesday after holiday break.