

PAYROLL-PERSONNEL SCHEDULE 2021-2022

PP No.	Pay Period	PP Begins Saturday	PPF's Due in HR by 3:00 p.m.	PPF's entered	PR Opens Timecard Online	PP Ends Friday	Timecard Closes@ 10:00 a.m.	Employee Paid
22	2101220	10/09/21	10/11/21	10/14/21	10/14/21	10/22/21	10/25/21	10/29/21
23	2101230	10/23/21	10/25/21	10/28/21	10/28/21	11/05/21	11/08/21	11/12/21
24	2101240	11/06/21	11/08/21	11/10/21	11/10/21	11/19/21	11/17/21	11/24/21
25	2101250	11/20/21	11/19/21	11/23/21	11/23/21	12/03/21	12/06/21	12/10/21
26	2101260	12/04/21	12/06/21	12/09/21	12/09/21	12/17/21	12/15/21	12/22/21
1	2201010	12/18/21	12/14/21	12/16/21	12/16/21	12/31/21	01/03/22	01/07/22
2	2201020	01/01/22	01/03/22	01/06/22	01/06/22	01/14/22	01/13/22	01/21/22
3	2201030	01/15/22	01/14/22	01/20/22	01/20/22	01/28/22	01/31/22	02/04/22
4	2201040	01/29/22	01/31/22	02/03/22	02/03/22	02/11/22	02/14/22	02/18/22
5	2201050	02/12/22	02/14/22	02/17/22	02/17/22	02/25/22	02/28/22	03/04/22
6	2201060	02/26/22	02/28/22	03/03/22	03/03/22	03/11/22	03/14/22	03/18/22
7	2201070	03/12/22	03/14/22	03/17/22	03/17/22	03/25/22	03/28/22	04/01/22
8	2201080	03/26/22	03/28/22	03/30/22	03/30/22	04/08/22	04/11/22	04/15/22
9	2201090	04/09/22	04/11/22	04/14/22	04/14/22	04/22/22	04/25/22	04/29/22
10	2201100	04/23/22	04/25/22	04/28/22	04/28/22	05/06/22	05/09/22	05/13/22
11	2201110	05/07/22	05/09/22	05/12/22	05/12/22	05/20/22	05/23/22	05/27/22
12	2201120	05/21/22	05/23/22	05/26/22	05/26/22	06/03/22	06/06/22	06/10/22
13	2201130	06/04/22	06/06/22	06/09/22	06/09/22	06/17/22	06/20/22	06/24/22
14	2201140	06/18/22	06/20/22	06/23/22	06/23/22	07/01/22	06/30/22	07/08/22
15	2201150	07/02/22	07/01/22	07/07/22	07/07/22	07/15/22	07/18/22	07/22/22
16	2201160	07/16/22	07/18/22	07/21/22	07/21/22	07/29/22	08/01/22	08/05/22
17	2201170	07/30/22	08/01/22	08/04/22	08/04/22	08/12/22	08/15/22	08/19/22
18	2201180	08/13/22	08/15/22	08/18/22	08/18/22	08/26/22	08/29/22	09/02/22
19	2201190	08/27/22	08/29/22	09/01/22	09/01/22	09/09/22	09/12/22	09/16/22
20	2201200	09/10/22	09/12/22	09/15/22	09/15/22	09/23/22	09/26/22	09/30/22
21	2201210	09/24/22	09/26/22	09/29/22	09/29/22	10/07/22	10/10/22	10/14/22
22	2201220	10/08/22	10/10/22	10/13/22	10/13/22	10/21/22	10/24/22	10/28/22
23	2201230	10/22/22	10/24/22	10/27/22	10/27/22	11/04/22	11/03/22	11/10/22
24	2201240	11/05/22	11/07/22	11/09/22	11/09/22	11/18/22	11/15/22	11/23/22
25	2201250	11/19/22	11/17/22	11/22/22	11/22/22	12/02/22	12/05/22	12/09/22
26	2201260	12/03/22	12/05/22	12/08/22	12/08/22	12/16/22	12/14/22	12/22/22

PPF's must be submitted to the Human Resources Department by 3:00 p.m. on the due date indicated above. **** PLEASE NOTE: The due date has changed from Tuesdays to Mondays ****

All timesheets must be entered & the Management approved timecard reports must be submitted to the Auditor's office via email "payroll@co.sutter.ca.us" no later than 10:00 a.m. on the due date indicated above.

PAY DATES ARE SUBJECT TO CHANGE PENDING PROPER AUTHORIZATION FROM THE AUDITOR-CONTROLLER/HUMAN RESOURCES DEPARTMENT.