

September 15

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
August 30	31	September 1	2	3	4	5	
	<div style="background-color: #92d050; padding: 2px;">A - Reports ready by 10</div>		<div style="display: flex; flex-direction: column; gap: 5px;"> <div style="display: flex; align-items: center;"> ★ A - Pay day </div> <div style="display: flex; align-items: center;"> B - Lockdown 2:00pm </div> </div>	<div style="display: flex; align-items: center;"> B - Payroll clears edits </div>	<div style="display: flex; align-items: center;"> B - Reports ready by 10 </div>		
	Cycle B – Time and Attendance				Cycle A – Time and Attendance		
	Cycle A – Maintenance				Cycle B – Maintenance		
6	7	8	9	10	11	12	
	Holiday		<div style="display: flex; align-items: center;"> ★ B - Pay day </div>	<div style="display: flex; align-items: center;"> A - Lockdown 2:00pm </div>	<div style="display: flex; align-items: center;"> A - Payroll clears edits </div>		
		Cycle A – Time and Attendance					
		Cycle B – Maintenance					
13	14	15	16	17	18	19	
	<div style="background-color: #92d050; padding: 2px;">A - Reports ready by 10</div>		<div style="display: flex; align-items: center;"> ★ A - Pay day </div>	<div style="display: flex; align-items: center;"> B - Lockdown 2:00pm </div>	<div style="display: flex; align-items: center;"> B - Payroll clears edits </div>		
	Cycle B – Time and Attendance						
	Cycle A – Maintenance						
20	21	22	23	24	25	26	
	<div style="display: flex; align-items: center;"> B - Reports ready by 10 </div>		<div style="display: flex; align-items: center;"> ★ B - Pay day </div>	<div style="display: flex; align-items: center;"> A - Lockdown 2:00pm </div>	<div style="display: flex; align-items: center;"> A - Payroll clears edits </div>		
	Cycle A – Time and Attendance						
	Cycle B – Maintenance						
27	28	29	30	October 1	2	3	
	<div style="background-color: #92d050; padding: 2px;">A - Reports ready by 10</div>		<div style="display: flex; align-items: center;"> ★ A - Pay day </div>	<div style="display: flex; align-items: center;"> B - Lockdown 2:00pm </div>	<div style="display: flex; align-items: center;"> B - Payroll clears edits </div>		
	Cycle B – Time and Attendance						
	Cycle A – Maintenance						