


April 21

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