

February 19

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
January 27	28	29	30	31	February 1	2
					<div style="display: flex; align-items: center;"> B - Payroll clears edits </div>	
					Cycle A – Maintenance	
3	4	5	6	7	8	9
	<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					
10	11	12	13	14	15	16
	<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; margin-top: 5px;"> B - Lockdown 2:00pm </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 – Maintenance					
17	18	19	20	21	22	23
	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				
24	25	26	27	28	March 1	2
	<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					