

JANUARY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day	2 New Year's Day Holiday Central Office Closed	3 Off Week Runs Overnight	4 Off-Week checks mailed LD Process run	5	6 Preliminary payroll run over the weekend	7
8	9 Preliminary payroll reports available	10 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	11 -Payroll checks mailed -Final payroll reports available -6pm deadline for LD	12 Payroll charges posted to grants	13 RF Payroll 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	14
15	16 M L King Day Central Office Closed	17 Off Week Runs Overnight	18 Off-Week checks mailed LD Process run	19	20 RF & SUNY preliminary payroll run over the weekend	21
22	23 Preliminary payroll reports available	24 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	25 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	26 Payroll charges posted to grants SUNY charges posted to Grants	27 RF Payroll	28
29	30 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	31 Off Week Runs Overnight	1	2	3	4

FEBRUARY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 Off-Week checks mailed LD Process run	2	3 Preliminary payroll run over the weekend	4
5	6 Preliminary payroll reports available	7 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	8 -Payroll checks mailed -Final payroll reports available -6pm deadline for LD	9 Payroll charges posted to grants	10 RF Payroll	11
12	13 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	14 Off Week Runs Overnight	15 Off-Week checks mailed LD Process run	16	17 RF & SUNY preliminary payroll run over the weekend	18
19	President's Day 20 Central Office Closed Preliminary payroll reports available	21 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	22 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	23 Payroll charges posted to grants SUNY charges posted to Grants	24 RF Payroll	25
26	27 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	28 Off Week Runs Overnight	1	2	3	4

MARCH 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	1 Off-Week checks mailed LD Process run	2	3 Preliminary payroll run over the weekend	4
5	6 Preliminary payroll reports available	7 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	8 -Payroll checks mailed -Final payroll reports available -6pm deadline for LD	9 Payroll charges posted to grants	10 RF Payroll	11
12	13 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	14 Off Week Runs Overnight	15 Off-Week checks mailed LD Process run	16	17 RF & SUNY preliminary payroll run over the weekend	18
19	20 Preliminary payroll reports available	21 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	22 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	23 Payroll charges posted to grants SUNY charges posted to Grants	24 RF Payroll	25
26	27 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	28 Off Week Runs Overnight	29 Off-Week checks mailed LD Process run	30	31 Preliminary payroll run over the weekend	1

APRIL 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3 Preliminary payroll reports available	4 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	5 -Payroll checks mailed -Final payroll reports available -6pm deadline for LD	6 Payroll charges posted to grants	7 RF Payroll	8
9 Easter Sunday	10 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	11 Off Week Runs Overnight	12 Off-Week checks mailed LD Process run	13	14 RF & SUNY preliminary payroll run over the weekend	15
16	17 Preliminary payroll reports available	18 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	19 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	20 Payroll charges posted to grants SUNY charges posted to Grants	21 RF Payroll	22
23	24 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	25 Off Week Runs Overnight	26 Off-Week checks mailed LD Process run	27	28 Preliminary payroll run over the weekend	29
30	1	2	3	4	5	6

MAY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1 Preliminary payroll reports available	2 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	3 -Payroll checks mailed -Final payroll reports available -6pm deadline for LD	4 Payroll charges posted to grants	5 RF Payroll	6
7	8 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	9 Off Week Runs Overnight	10 Off-Week checks mailed LD Process run	11	12 RF & SUNY preliminary payroll run over the weekend	13
14	15 Preliminary payroll reports available	16 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	17 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	18 Payroll charges posted to grants SUNY charges posted to Grants	19 RF Payroll	20
21	22 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	23 Off Week Runs Overnight	24 Off-Week checks mailed LD Process run	25	26 Preliminary payroll run over the weekend	27
28	29 Memorial Day Central Office Closed Preliminary payroll reports available	30 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	31 -Payroll checks mailed -Final payroll reports available -6pm deadline for LD LD Runs After midnight	1	2	3

JUNE 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1 Payroll charges posted to grants	2 RF Payroll	3
4	5 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	6 Off Week Runs Overnight	7 Off-Week checks mailed LD Process run	8	9 Preliminary payroll run over the weekend	10
11	12 Preliminary reports available	13 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	14 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD	15 Payroll charges posted to grants	16 RF Payroll 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	17
18 Father's Day	19 Juneteenth Central Office Closed	20 Off Week Runs Overnight	21 Off-Week checks mailed LD Process run	22	23 RF & SUNY preliminary payroll run over the weekend	24
25	26 Preliminary payroll reports available	27 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	28 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	29 Payroll charges posted to grants SUNY charges posted to Grants	30 RF Payroll 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	1

JULY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	1
2	3 Off Week Runs Overnight	4 Independence Day Central Office Closed	5 Off-Week checks mailed LD Process run	6	7 preliminary payroll run over the weekend	8
9	10 Preliminary payroll reports available	11 -6pm deadline for all payroll input -Payroll runs overnight (Oracle	12 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD	13 Payroll charges posted to grants	14 RF Payroll	15
16	17 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	18 Off Week Runs Overnight	19 Off-Week checks mailed LD Process run	20	21 RF & SUNY preliminary payroll run over the weekend	22
23	24 Preliminary payroll reports available	25 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run	26 -Payroll checks mailed - Final Payroll reports available -6pm deadline for LD- SUNY Payroll and LD Runs	27 Payroll charges posted to grants SUNY charges posted to Grants	28 RF Payroll	29
30	31 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	1	2	3	4	5

AUGUST 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1	2	3	4	5
		Off Week Runs Overnight	Off-Week checks mailed LD Process run		preliminary payroll run over the weekend	
6	7	8	9	10	11	12
	Preliminary payroll reports available	-6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	-Payroll checks mailed -Final Payroll reports available -6pm deadline for LD	Payroll charges posted to grants	RF Payroll	
13	14	15	16	17	18	19
	12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	Off Week Runs Overnight	Off-Week checks mailed LD Process run		RF & SUNY preliminary payroll run over the weekend	
20	21	22	23	24	25	26
	Preliminary payroll reports available	-6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	-Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	Payroll charges posted to grants SUNY charges posted to Grants	RF Payroll	
27	28	29	30	31	1	2
	12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	Off Week Runs Overnight	Off-Week checks mailed	LD Process runs after midnight		

SEPTEMBER 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
					preliminary payroll run over the weekend	
3	4 Labor Day Central Office Closed Preliminary payroll reports available	5 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	6 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD	7 Payroll charges posted to grants	8 RF Payroll	9
10	11 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	12 Off Week Runs Overnight	13 Off-Week checks mailed LD Process run	14	15	16
					RF & SUNY preliminary payroll run over the weekend	
17	18 Preliminary payroll reports available	19 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	20 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	21 Payroll charges posted to grants SUNY charges posted to Grants	22 RF Payroll	23
24	25 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	26 Off Week Runs Overnight	27 Off-Week checks mailed LD Process run	28	29	30
					preliminary payroll run over the weekend	

OCTOBER 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Preliminary payroll reports available	3 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	4 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD	5 Payroll charges posted to grants	6 RF Payroll 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	7
8	9 Columbus Day Central Office Closed	10 Off Week Runs Overnight	11 Off-Week checks mailed LD Process run	12	13 Preliminary payroll run over the weekend	14
15	16 Preliminary payroll reports available	17 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	18 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	19 Payroll charges posted to grants SUNY charges posted to Grants	20 RF Payroll	21
22	23 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	24 Off Week Runs Overnight	25 Off-Week checks mailed LD Process run	26	27 Preliminary payroll run over the weekend	28
29	30 Preliminary payroll reports available	31 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	1	2	3	4

NOVEMBER 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	2 Payroll charges posted to grants	3 RF Payroll	4
5	6 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	7 Off Week Runs Overnight	8 Off-Week checks mailed LD Process run	9	10 Preliminary payroll run over the weekend	11 Veterans Day
12	13 Preliminary payroll reports available	14 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	15 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	16 Payroll charges posted to grants SUNY charges posted to Grants	17 RF Payroll 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	18
19	20 Off Week Runs Overnight	21	22 Off-Week checks mailed LD Process run	23 Thanksgiving Day Central Office Closed	24 Preliminary payroll run over the weekend	25
26	27 Preliminary payroll reports available	28 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	29 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD	30 LD Runs After midnight	1	2

DECEMBER 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1 RF Payroll Payroll charges posted to grants	2
3	4 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	5 Off Week Runs Overnight	6 Off-Week checks mailed LD Process run	7	8 preliminary payroll run over the weekend	9
10	11 Preliminary payroll reports available	12 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	13 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD	14 Payroll charges posted to grants	15 RF Payroll	16
17	18 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	19 Off Week Runs Overnight	20 Off-Week checks mailed LD Process run	21	22 RF & SUNY preliminary payroll run over the weekend	23
24	25 Christmas Central Office Closed	26 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	27 -Payroll checks mailed -Final Payroll reports available -6pm deadline for LD -SUNY Payroll and LD runs	28 Payroll charges posted to grants SUNY charges posted to Grants	29 RF Payroll 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	30
31	1	2	3	4	5	6