

# JANUARY 2024

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

# FEBRUARY 2024

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

# MARCH 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	1 Preliminary payroll run over the weekend	2
3	4 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 RF & SUNY preliminary payroll run over the weekend	16
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 Preliminary payroll run over the weekend	30

# April 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31 Easter Sunday	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 Preliminary payroll reports available	30 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	1	2	3	4

# MAY 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1 -Payroll checks mailed -Final payroll reports available -6pm deadline for LD LD Process run	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
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 LD Process run	16  Payroll charges posted to grants	17  RF Payroll	18
19	20 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	21  Off Week Runs Overnight	22  Off-Week checks mailed  LD Process run	23	24  RF & SUNY preliminary payroll run over the weekend	25
26	27 Memorial Day  Central Office Closed 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 -SUNY Payroll and LD Run	30  Payroll charges posted to grants  SUNY charges posted to Grants	31  RF Payroll	1

# JUNE 2024

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

# JULY 2024

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

# AUGUST 2024

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



# SEPTEMBER 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <b>Labor Day</b> <b>Central Office Closed</b> 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 <b>RF Payroll</b>	7
8	9 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	10 Off Week Runs Overnight	11 Off-Week checks mailed LD Process run	12	13 <b>RF &amp; SUNY</b> 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 -SUNY Payroll and LD runs -6pm deadline for LD	19 Payroll charges posted to grants <b>SUNY charges posted to Grants</b>	20 <b>RF Payroll</b>	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	1	2	3	4	5

# OCTOBER 2024

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

# NOVEMBER 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	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 Veterans Day 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 12:00pm deadline for Quick Pay Run (Oracle Accrual Process run at noon)	16
17	18 Off Week Runs Overnight	19	20 Off-Week checks mailed LD Process run	21	22 RF & SUNY preliminary payroll run over the weekend	23
24	25 -6pm deadline for all payroll input -Payroll runs overnight (Oracle Process Run Overnight)	26 -Payroll checks mailed -Final Payroll reports available -SUNY Payroll and LD runs -6pm deadline for LD	27 Payroll charges posted to grants SUNY charges posted to Grants	28 Thanksgiving Day CO Closed	29 RF Payroll	30

# December 2024

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