

January, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					State Holiday	Day 0 Off-Cycle Work Bench Cutoff
	DAY 1	DAY 2	DAY 3	DAY 4 System locked until 9am Warrant to Agy ACH to bank		
	Payday				Day 0 Off-Cycle Work Bench Cutoff ACH Reversal cutoff	DAY 1
	State Holiday	DAY 2	DAY 3	DAY 4 System locked until 9am Warrant to Agy ACH to bank		
	Payday				ACH Reversal Cutoff	

February, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		Day 0 Off-Cycle Work Bench Cutoff	DAY 1	DAY 2	DAY 3	DAY 4 Potential HRMS System User access unavailable; MyPortal not affected
Potential HRMS System User access unavailable; MyPortal not affected	ACH to bank Warrants to Agy		Payday			
	State Holiday		Day 0 Off-Cycle Work Bench Cutoff ACH Reversal cutoff	DAY 1	DAY 2	
	DAY 3	DAY 4		Payday		

March, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		Day 0 Off-Cycle Work Bench Cutoff	DAY 1	DAY 2	DAY 3	DAY 4 Potential HRMS System User access unavailable; MyPortal not affected
Potential HRMS System User access unavailable; MyPortal not affected	ACH to bank Warrants to Agy		Payday			
		ACH Reversal Cutoff	Day 0 Off-Cycle Work Bench Cutoff	DAY 1	DAY 2	
	DAY 3	DAY 4		Payday		

April, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				Day 0 Off-Cycle Work Bench Cutoff	DAY 1	
	DAY 2	DAY 3	DAY 4		Payday	
				ACH Reversal Cutoff	Day 0 Off-Cycle Work Bench Cutoff	
	DAY 1	DAY 2	DAY 3	DAY 4		
	Payday				Day 0 Off-Cycle Work Bench Cutoff ACH Reversal cutoff	

May, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	DAY 1	DAY 2	DAY 3	DAY 4		
	Payday				ACH Reversal Cutoff	
	Day 0 Off-Cycle Work Bench Cutoff	DAY 1	DAY 2	DAY 3	DAY 4	
		Payday			System locked until 9am Warrant to Agy ACH to bank	

June, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		ACH Reversal Cutoff	Day 0 Off-Cycle Work Bench Cutoff	DAY 1	DAY 2	
	DAY 3	DAY 4		Payday		
	DAY 1	DAY 2	DAY 3	DAY 4		
	Payday			System locked until 9am Warrant to Agy ACH to bank	Payday	

July, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				DAY 1 ACH Reversal cutoff	DAY 2 GAP 1 Cutoff	
Independence Day	State Holiday	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy ACH to bank		Payday	
				ACH Reversal Cutoff	Day 0 Off-Cycle Work Bench Cutoff	
	DAY 1	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy ACH to bank		
	Payday				ACH Reversal Cutoff	

August, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Day 0 Off-Cycle Work Bench Cutoff	DAY 1	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy ACH to bank	
		Payday				
	ACH Reversal Cutoff	Day 0 Off-Cycle Work Bench Cutoff	DAY 1	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 Potential HRMS System User access unavailable; MyPortal not affected
Potential HRMS System User access unavailable; MyPortal not affected	ACH to bank Warrants to Agy		Payday			
		ACH Reversal Cutoff				

September, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			Day 0 Off-Cycle Work Bench Cutoff	DAY 1	DAY 2 GAP 1 Cutoff	
	State Holiday	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy ACH to bank		Payday	
				Day 0 Off-Cycle Work Bench Cutoff ACH Reversal cutoff	DAY 1	
	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy ACH to bank		Payday	
				Day 0 Off-Cycle Work Bench Cutoff ACH Reversal cutoff		

October, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					DAY 1	
	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy ACH to bank		Payday	
	Bank Holiday			Day 0 Off-Cycle Work Bench Cutoff ACH Reversal cutoff		
	DAY 1	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy ACH to bank		
	Payday				ACH Reversal Cutoff	

November, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		Day 0 Off-Cycle Work Bench Cutoff	DAY 1	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 Potential HRMS System User access unavailable; MyPortal not affected
Potential HRMS System User access unavailable; MyPortal not affected	ACH to bank Warrants to Agy		Payday	State Holiday		
	Day 0 Off-Cycle Work Bench Cutoff	DAY 1	DAY 2 GAP 1 Cutoff ACH Reversal cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am ACH to bank (hold Warrants until Monday)	
	Warrant Distribution		Payday	State Holiday	State Holiday	

December, 2021						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			ACH Reversal Cutoff	Day 0 Off-Cycle Work Bench Cutoff	DAY 1	
	DAY 2 GAP 1 Cutoff	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy ACH to bank		Payday	
			Day 0 Off-Cycle Work Bench Cutoff	DAY 1 ACH Reversal cutoff	DAY 2 GAP 1 Cutoff	
	DAY 3 Payroll Cutoff	DAY 4 System locked until 9am Warrant to Agy ACH to bank		Payday	State Holiday	Christmas Day
			ACH Reversal Cutoff		State Holiday	