

# UCD PAYROLL CALENDAR - 2019

**DATES WILL CHANGE WITH EXPECTED IMPLEMENTATION TO UCPATH IN APRIL 2019**

## FIRST TWO POSITIONS OF LEGEND CODE:

- MO**    **MONTHLY CURRENT PAYROLL -**  
Normally paid the first working day of each month.
- B1/B2**    **BIWEEKLY PAYROLL -**  
Indicates the first and second biweekly pay periods; normally paid every other Wednesday of each month.

## THIRD POSITION OF THE LEGEND CODE:

- A**    Designates the day time files/timesheets are due to A&FS.  
**C**    Designates the day pay is computed.  
**D**    Designates the day time files/timesheets are released to Depts.  
**E**    Designates the end of a payroll period.  
**P**    Designates the day pay is released to employees.

## OTHER:

- HOL**    **Holiday -**  
Includes dates designated as UCD holidays by the Chancellor.
- \*\***    **Benefit Holiday -**  
No flat dollar deductions will be withheld from pay.  
There are 26 biweekly paydays per year, and only 24 paydays are needed to cover flat dollar deductions. Thus, 2 paydays are designated as Benefit Holidays. Only percentage based deductions will be taken from paychecks on the Benefit Holidays. The Benefit Holiday occurs on the payday reflecting payment for the third biweekly pay period end date in the same month.
- MM**    **Monthly Maintenance of PPS -**  
Inactive employees are automatically separated by the I-4 rule and appointments/distributions that have been expired for two months are automatically purged.
- ←    Biweekly vacation and sick leave accrual dates.



<b>JULY</b>							23 DAYS/184HOURS
SUN	MON	TUE	WED	THU	FRI	SAT	
	1 B2A MOP	2	3 B2C	4 HOL	5 MM	6	
7	8	9 B1D	10 B2P**	11	12	13	
14	15 MOD	16	17 B1A	18	19 B1C	20	B1E
21	22	23 B2D	24 B1P MOA	25	26 MOC	27	
28	29	30	31 B2A				B2E

<b>AUGUST</b>							22 DAYS/176 HOURS
SUN	MON	TUE	WED	THU	FRI	SAT	
				1 MOP	2 B2C	3	
4	5 MM	6 B1D	7 B2P	8	9	10	
11	12	13 MOD	14 B1A	15	16 B1C	17	B1E
18	19	20 B2D	21 B1P	22 MOA	23	24	
25	26 MOC	27 B2A	28	29 B2C	30 MOP MM	31	B2E

<b>SEPTEMBER</b>							21 DAYS/168 HOURS
SUN	MON	TUE	WED	THU	FRI	SAT	
1	2 HOL	3 B1D	4 B2P	5	6	7	
8	9	10	11 B1A MOD	12	13 B1C	14	B1E
15	16	17 B2D	18 B1P	19	20	21	
22	23	24 MOA	25 B2A	26 MOC	27 B2C	28	B2E
29	30 MM						

<b>OCTOBER</b>							23 DAYS/184 HOURS
SUN	MON	TUE	WED	THU	FRI	SAT	
		1 MOP B1D	2 B2P	3	4	5	
6	7	8 B1A	9	10 B1C	11	12	B1E
13	14	15 B2D MOD	16 B1P	17	18	19	
20	21	22	23 B2A	24	25 B2C MOA	26	B2E
27	28	29 B1D MOC	30 B2P MM	31			

<b>NOVEMBER</b>							21 DAYS/168 HOURS
SUN	MON	TUE	WED	THU	FRI	SAT	
					1 MOP	2	
3	4	5 B1A	6	7 B1C	8 MOD	9	B1E
10	11 HOL	12 B2D	13 B1P	14	15	16	
17	18	19 B2A	20 MOA	21 B2C	22 MOC	23	B2E
24	25	26 B1D	27 MOP B2P MM	28 HOL	29 HOL	30	B1E

<b>DECEMBER</b>							22 DAYS/176 HOURS
SUN	MON	TUE	WED	THU	FRI	SAT	
1	2 B2D MOD	3 B1A	4	5 B1C	6 MM	7	
8	9	10	11 B1P	12 B1D B2A	13	14	B2E
15	16 B2C	17 MOA	18	19 MOC	20 B1A	21	
22	23 B2P	24 HOL	25 HOL	26	27	28	
29	30	31 HOL					B1E

\*HOLIDAYS SUBJECT TO CHANGE  
DUE TO CHANCELLOR DESIGNATION