

2021 BIWEEKLY PAYROLL CALENDAR

* Deviates from the normal deadline

** BW = USA

BH = USA HealthCare Management LLC

BI = University of South Alabama Health Authority

Payroll ID** and Number	Period Covered	PA/Paperwork Due In HR or Payroll As Appropriate Before 4:00 PM ****(Tuesday)****	Kronos Timekeeping System Confirmation Before 1:00 PM	Employee Web Time Entry Completed by 10:00 am(a) Supervisor Approval Before 1:00 PM	Amended/(Manual*) Timesheets Due In Payroll Before Noon	Check Date
BW/BH/BI 01	12/20/2020 - 01/02/2021	12/28/2020*	01/04/2021	01/04/2021	01/05/2021	01/08/2021
BW/BH/BI 02	01/03/2021 - 01/16/2021	01/12/2021	01/18/2021	01/18/2021	01/19/2021	01/22/2021
BW/BH/BI 03	01/17/2021 - 01/30/2021	01/26/2021	02/01/2021	02/01/2021	02/02/2021	02/05/2021
BW/BH/BI 04	01/31/2021 - 02/13/2021	02/09/2021	02/15/2021	02/15/2021	02/16/2021	02/19/2021
BW/BH/BI 05	02/14/2021 - 02/27/2021	02/23/2021	03/01/2021	03/01/2021	03/02/2021	03/05/2021
BW/BH/BI 06	02/28/2021 - 03/13/2021	03/09/2021	03/15/2021	03/15/2021	03/16/2021	03/19/2021
BW/BH/BI 07	03/14/2021 - 03/27/2021	03/23/2021	03/29/2021	03/29/2021	03/30/2021	04/02/2021
BW/BH/BI 08	03/28/2021 - 04/10/2021	04/06/2021	04/12/2021	04/12/2021	04/13/2021	04/16/2021
BW/BH/BI 09	04/11/2021 - 04/24/2021	04/20/2021	04/26/2021	04/26/2021	04/27/2021	04/30/2021
BW/BH/BI 10	04/25/2021 - 05/08/2021	05/04/2021	05/10/2021	05/10/2021	05/11/2021	05/14/2021
BW/BH/BI 11	05/09/2021 - 05/22/2021	05/18/2021	05/24/2021	05/24/2021	05/25/2021	05/28/2021
BW/BH/BI 12	05/23/2021 - 06/05/2021	06/01/2021	06/07/2021	06/07/2021	06/08/2021	06/11/2021
BW/BH/BI 13	06/06/2021 - 06/19/2021	06/15/2021	06/21/2021	06/21/2021	06/22/2021	06/25/2021
BW/BH/BI 14	06/20/2021 - 07/03/2021	06/29/2021	07/05/2021	07/05/2021	07/06/2021	07/09/2021
BW/BH/BI 15	07/04/2021 - 07/17/2021	07/13/2021	07/19/2021	07/19/2021	07/20/2021	07/23/2021
BW/BH/BI 16	07/18/2021 - 07/31/2021	07/27/2021	08/02/2021	08/02/2021	08/03/2021	08/06/2021
BW/BH/BI 17	08/01/2021 - 08/14/2021	08/10/2021	08/16/2021	08/16/2021	08/17/2021	08/20/2021
BW/BH/BI 18	08/15/2021 - 08/28/2021	08/24/2021	08/30/2021	08/30/2021	08/31/2021	09/03/2021
BW/BH/BI 19	08/29/2021 - 09/11/2021	09/07/2021	09/13/2021	09/13/2021	09/14/2021	09/17/2021
BW/BH/BI 20	09/12/2021 - 09/25/2021	09/21/2021	09/27/2021	09/27/2021	09/28/2021	10/01/2021
BW/BH/BI 21	09/26/2021 - 10/09/2021	10/05/2021	10/11/2021	10/11/2021	10/12/2021	10/15/2021
BW/BH/BI 22	10/10/2021 - 10/23/2021	10/19/2021	10/25/2021	10/25/2021	10/26/2021	10/29/2021
BW/BH/BI 23	10/24/2021 - 11/06/2021	11/01/2021*	11/07/2021*	11/07/2021*	11/08/2021*	11/12/2021
BW/BH/BI 24	11/07/2021 - 11/20/2021	11/15/2021*	11/21/2021*	11/21/2021*	11/22/2021*	11/26/2021
BW/BH/BI 25	11/21/2021 - 12/04/2021	11/30/2021	12/06/2021	12/06/2021	12/07/2021	12/10/2021
BW/BH/BI 26	12/05/2021 - 12/18/2021	12/14/2021	12/20/2021	12/21/2021	12/21/2021	12/24/2021

Dates may be subject to change due to unforeseen circumstances

(a) Note - Departmental deadlines may be earlier than payroll deadlines, please always verify with your supervisor.

Revised 11/15/2021