

DEPARTMENT OF HEALTH AND HUMAN SERVICES
YEAR 2012 PAY PERIODS & PAY DATES
SATURDAY THROUGH FRIDAY WORKWEEK

| Pay Periods | | Time Sheets Due | PAYDAY | Optional Deductions | Holidays |
|-------------|-------------------|-----------------|---------------|-------------------------------|--|
| B 01 | Dec-17 --- Dec-30 | Jan-03 | Jan-11 | 1st half / Jan | Christmas Day - Dec 26 (Observed) (Mon) |
| B 02 | Dec-31 --- Jan-13 | Jan-17 | Jan-25 | 2nd half / Jan | New Year's Day - Jan 2 (Observed) (Mon) |
| B 03 | Jan-14 --- Jan-27 | Jan-30 | Feb-08 | 1st half / Feb | Martin Luther King Jr Day - Jan 16 (Mon) |
| B 04 | Jan-28 --- Feb-10 | Feb-13 | Feb-22 | 2nd half / Feb | |
| B 05 | Feb-11 --- Feb-24 | Feb-27 | Mar-07 | 1st half / Mar | Presidents' Day - Feb 20 (Mon) |
| B 06 | Feb-25 --- Mar-09 | Mar-12 | Mar-21 | 2nd half / Mar | |
| B 07 | Mar-10 --- Mar-23 | Mar-26 | Apr-04 | 1st half / Apr | |
| B 08 | Mar-24 --- Apr-06 | Apr-09 | Apr-18 | 2nd half / Apr | |
| B 09 | Apr-07 --- Apr-20 | Apr-23 | May-02 | 1st half / May | |
| B 10 | Apr-21 --- May-04 | May-07 | May-16 | 2nd half / May | Arbor Day - Apr 27 (Fri) |
| B 11 | May-05 --- May-18 | May-21 | May-30 | No Optional Deductions | No Optional Deductions Payday |
| B 12 | May-19 --- Jun-01 | Jun-04 | Jun-13 | 1st half / June | Memorial Day - May 28 (Mon) |
| B 13 | Jun-02 --- Jun-15 | Jun-18 | Jun-27 | 2nd half / June | |
| B 14 | Jun-16 --- Jun-29 | Jul-02 | Jul-11 | 1st half / July | |
| B 15 | Jun-30 --- Jul-13 | Jul-16 | Jul-25 | 2nd half / July | Independence Day - July 4 (Wed) |
| B 16 | Jul-14 --- Jul-27 | Jul-30 | Aug-08 | 1st half / Aug | |
| B 17 | Jul-28 --- Aug-10 | Aug-13 | Aug-22 | 2nd half / Aug | |
| B 18 | Aug-11 --- Aug-24 | Aug-27 | Sep-05 | 1st half / Sept | |
| B 19 | Aug-25 --- Sep-07 | Sep-10 | Sep-19 | 2nd half / Sept | Labor Day - Sept 3 (Mon) |
| B 20 | Sep-08 --- Sep-21 | Sep-24 | Oct-03 | 1st half / Oct | |
| B 21 | Sep-22 --- Oct-05 | Oct-09 | Oct-17 | 2nd half / Oct | |
| B 22 | Oct-06 --- Oct-19 | Oct-22 | Oct-31 | No Optional Deductions | Columbus Day - Oct 8 (Mon)/No Optional Deductions Payday |
| B 23 | Oct-20 --- Nov-02 | Nov-05 | Nov-14 | 1st half / Nov | |
| B 24 | Nov-03 --- Nov-16 | Nov-19 | Nov-28 | 2nd half / Nov | Veterans' Day - Nov 12 (Observed) (Mon) |
| B 25 | Nov-17 --- Nov-30 | Dec-03 | Dec-12 | 1st half / Dec | Thanksgiving Day - Nov 22 (Thurs) Day after Thanksgiving - Nov 23 (Fri) |
| B 26 | Dec-01 --- Dec-14 | Dec-17 | Dec-26 | 2nd half / Dec | |

*Please note, for overtime purposes, employees must report work hours beginning Saturday at 12:00 a.m. and ending Fridays at 11:59 p.m. However, our pay cycle is actually Monday through Sunday with pay dates every other Wednesday.