

# SEPTEMBER 2008

## BPP Production Schedule

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY																																																																																																	
1 REQST031 - Early PPRs #01 - ('M') PAYRL04M MON0001 BILL0011 BILL0001 - Billing Date(s) Option Card - (In Scheduler) State/Bank Holiday Labor Day: H/I/J/L/N/T INSUR. INITIALIZATION	2 PPRs #01 - (F X) PAYRL04X PAYRL40 Monthly Pay Day HRIS0003 / HRIS0004 Email - Before 11 AM BILL0049	3 INSUR13W/Y/019/FTP - 6pm HRIS0006: Email before 11 AM - HRIS0009: Edit Pers	4 Quarterly FTE's - BUDGT014/15/21 & FISYE25* HRIS0010 - Edit PR Excp	5 PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11 HRIS0005 (As Needed) - Edit for Remaining Outstanding Items																																																																																																	
8 Validation w/Recap & Changes - PAYRL07/10B MONPAY50/51 HRIS0001/02 - Update Title Codes & Carriers	9 PPRs #02 - (A G W) PAYRL04A HRIS0014 BVD1 (No M) - PAYRL01 Biweekly Paycalc #09-01 (Sep B1)	10 PAYRL43/44/45/48/49 & Transmit ACH/Pos Pay files to Wells Fargo PAYRL42B (9/12) INSUR13W/Y/019/FTP - 6pm BILL0005-Bank Draft Edit Report - Next Month TTVN Meeting	11 PPRs #02 - (C D E H I J L N P R S T) PAYRL04E PAYRL51*/52 & Transmit COD file to Wells Fargo HRIS0008-Terms BVD1 (M) - PAYRL01M	12 PAYRL40 BW Payday #27 (FY08) BW Payday #01 (FY09)																																																																																																	
15 REQST031 (Delinq) - Early PPRs #02 - ('M') PAYRL04M BILL0009 - Cancellations - Current Month BILL0006 - Past Due Notices - Current Month	16 STUD-OASI -PAYRL11 PPRs #02 - (F X) PAYRL04X PAYRL10M BVD2 - PAYRL02	17 P2PAY W/RECAP & CHGS - PAYRL03 MONPAY52 INSUR13W/Y/019/FTP - 6pm	18 Monthly Paycalc	19 PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11 PAYRL43/44/45/48/49 & Transmit ACH/Pos Pay files to Wells Fargo BILL0007/015 - Retiree Billing Month End - Current Month																																																																																																	
22 Validation w/Recap & Changes - PAYRL07/10B PAYRL51*/52 & Transmit COD file to Wells Fargo BILL0008-Retiree Bills and Bank Drafts- Next Month	23 PPRs #03 - (A G W) PAYRL04A Biweekly Paycalc #09-02 (Sep B2) BILL0049 Month End	24 PAYRL43/44/45/48/49 & Transmit ACH/Pos Pay files to Wells Fargo INSUR13W/Y/019/FTP - 6pm EPP at Noon	25 PPRs #03 - (C D E H I J L N P R S T) PAYRL04E PAYRL51*/52 & Transmit COD file to Wells Fargo Quarterly Tax Reports	26 TDA/ORP Run Tonight MONPAY26/27/28 PAYRL40 BW Payday #02																																																																																																	
29 PPRs #03 - ('M') PAYRL04M MONPAY049	30 PPRs #03 - (F X) PAYRL04X INSUR13M/W/X/Y/019/FTP - Noon BUDGT009/MONLD* BILL0010 - Last Day PrePay Rpt - Current Month	<table border="1"> <thead> <tr> <th colspan="7">Aug 2008</th> </tr> <tr> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> <td>3</td> </tr> <tr> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> </tr> <tr> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> </tr> <tr> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> </tr> <tr> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> <td>31</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="7">Oct 2008</th> </tr> <tr> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> </tr> <tr> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> </tr> <tr> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> </tr> <tr> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> <td>31</td> <td></td> </tr> </tbody> </table>		Aug 2008							M	T	W	T	F	S	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Oct 2008							M	T	W	T	F	S	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
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# OCTOBER 2008

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<p>6</p> <p>Validation w/Recap &amp; Changes - PAYRL07/10B</p> <p>MONPAY50/51</p> <p>HRIS0005 (As Needed) - Edit for Remaining Outstanding Items</p> <p>BILL0006-PastDue Notices - Current Month</p> <p>BILL0004 - Req'd Bills</p>	<p>7</p> <p>Biweekly Paycalc #09-03 (Oct B1)</p>	<p>8</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>INSUR13W/Y/019/FTP - 6 pm</p> <p>HRIS0014</p> <p>TTVN Meeting</p>	<p>9</p> <p>PPRs #04 - (No F M or X) PAYRL04E</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p>	<p>10</p> <p>PAYRL40</p> <p>BW Payday #03</p>																																																																																				
<p>13</p> <p>PPRs #04 - ('M') PAYRL04M</p> <p>Bank Holiday</p>	<p>14</p> <p>PPRs #04 - (F X) PAYRL04X</p> <p>BVD1 (No M) - PAYRL01</p>	<p>15</p> <p>REQST031 (Deling) - Early</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p>BILL0009 - (After INSUR13W) Cancellations - Current Month</p> <p>BILL0005-Bank Draft Edit Report - Next Month</p>	<p>16</p> <p>BVD1 (M) - PAYRL01M</p>	<p>17</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p> <p>BILL0007/015 - Retiree Billing Month End - Current Month</p>																																																																																				
<p>20</p> <p>Validation w/Recap &amp; Changes - PAYRL07/10B</p> <p>MONPAY52</p> <p>BILL0008-Retiree Bills and Bank Drafts- Next Month</p>	<p>21</p> <p>BVD2 - PAYRL2 PAYRL10M STUD-OASI -PAYRL11</p> <p>Biweekly Paycalc #09-04 (Oct B2)</p> <p>BILL0049</p>	<p>22</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>P2PAY W/RECAP &amp; CHGS - PAYRL03</p> <p>INSUR13W/Y/019/FTP - 6pm</p>	<p>23</p> <p>PPRs #05 - (No F M or X) PAYRL04E</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>Monthly Paycalc</p> <p>Month End</p>	<p>24</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>PAYRL40</p> <p>EPP at Noon</p> <p>BW Payday #04</p>																																																																																				
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# NOVEMBER 2008

## BPP Production Schedule

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<p>3</p> <p>Validation w/Recap &amp; Changes - PAYRL07/10B</p> <p>REQST031 - Early</p> <p>PAYRL40</p> <p>Monthly Pay Day</p> <p>MONPAY50/51</p> <p>MON0001</p> <p>INSUR022 - Early</p>	<p>4</p> <p>HRIS0006: Email before 11 AM - HRIS0009: Edit Pers</p> <p><b>Biweekly Paycalc #09-05 (Nov B1)</b></p>	<p>5</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p>HRIS0010 - Edit PR Excp</p> <p>BILL0006-PastDue Notices - Current Month</p> <p>BILL0004 - Req'd Bills</p>	<p>6</p> <p><b>PPRs #06 - (No F M or X) PAYRL04E</b></p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>HRIS0005 (As Needed) - Edit for Remaining Outstanding Items</p>	<p>7</p> <p>PAYRL40</p> <p><b>BW Payday #05</b></p>
<p>10</p> <p><b>PPRs #06 - ('M') PAYRL04M</b></p> <p>HRIS0014</p>	<p>11</p> <p><b>PPRs #06- (F X) PAYRL04X</b></p> <p><b>BVD1 (No C/D/E/M) - PAYRL01</b></p> <p>State Holiday</p> <p>Bank Holiday</p>	<p>12</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p><b>BILL0005-Bank Draft Edit Report - Next Month</b></p> <p><b>TTVN Meeting</b></p>	<p>13</p> <p><b>BVD1 (M) - PAYRL01M</b></p>	<p>14</p> <p><b>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</b></p>
<p>17</p> <p><b>Validation w/Recap &amp; Changes - PAYRL07/10B</b></p> <p>REQST031 (Delinq) - Early</p> <p>MONPAY52</p> <p><b>BILL0009 - Cancellations - Current Month</b></p>	<p>18</p> <p><b>BVD2 - PAYRL2 PAYRL10M STUD-OASI -PAYRL11</b></p> <p><b>Biweekly Paycalc #09-06 (Nov B2)</b></p>	<p>19</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>P2PAY W/RECAP &amp; CHGS - PAYRL03</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p>BILL0007/015 - Retiree Billing Month End - Current Month</p>	<p>20</p> <p><b>PPRs #07 - (No F M or X) PAYRL04E</b></p> <p><b>PPRs #07 - ('M') PAYRL04M</b></p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>BILL0008-Retiree Bills and Bank Drafts- Next Month</p> <p><b>Monthly Paycalc</b></p> <p>Month End</p>	<p>21</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>PAYRL40</p> <p><b>EPP at Noon</b></p> <p>BILL0049</p> <p><b>BW Payday #06</b></p>
<p>24</p> <p><b>TDA/ORP Run Tonight MONPAY26/27/28</b></p> <p><b>PPRs #07- (F X) PAYRL04X</b></p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p>	<p>25</p> <p>MONPAY049</p>	<p>26</p> <p><b>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</b></p> <p>INSUR13M/W/Y/019/FTP - Noon</p> <p>BUDGT008/009/MONLD*</p> <p><b>BILL0010 - Last Day PrePay Rpt - Current Month</b></p>	<p>27</p> <p><b>Thanksgiving Holiday</b></p> <p>State Holiday</p> <p>Bank Holiday</p>	<p>28</p> <p>State Holiday</p>

Oct 2008

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Dec 2008

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# DECEMBER 2008

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# JANUARY 2009

## BPP Production Schedule

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<p>Dec 2008</p> <table border="1"> <tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table>	M	T	W	T	F	S	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					<p>Feb 2009</p> <table border="1"> <tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td></td></tr> </table>	M	T	W	T	F	S	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28			<p>1</p> <p>BILL0001 - Billing Date(s) Option Card - (In Scheduler)</p> <p>State Holiday</p> <p><b>New Year's Day</b></p> <p>Bank Holiday</p>	<p>2</p> <p><b>Monthly Pay Day</b></p> <p><b>INSUR022 - Early</b></p> <p><b>HRIS0003 / HRIS0004</b> Email - Before 11 AM</p> <p>Holiday for all but N and R</p> <p><b>BW Payday #09</b></p>
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<p>5</p> <p>REQST031 - Early</p> <p>PPRs #10 - ('M') PAYRL04M</p> <p>MON0001</p> <p>INSUR13W/Y/019/FTP - Noon</p> <p>HRIS0006: Email before 11 AM - HRIS0009: Edit Pers</p> <p>BILL0006-PastDue Notices - Current Month</p> <p>BILL0004 - Req'd Bills</p>	<p>6</p> <p><b>Supplemental Paycalc Pay Date: 1/08/09</b></p> <p><b>PPRs #10- (F X) PAYRL04X</b></p> <p>HRIS0010 - Edit PR Excp</p>	<p>7</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p>HRIS0005 (As Needed) - Edit for Remaining Outstanding Items</p>	<p>8</p> <p>HRIS0014</p> <p><b>Supplemental Payday</b></p>	<p>9</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p>																																																																																				
<p>12</p> <p><b>Validation w/Recap &amp; Changes - PAYRL07/10B</b></p> <p>MONPAY52</p>	<p>13</p> <p><b>BVD1 (No C or M) - PAYRL01</b></p> <p><b>Biweekly Paycalc #09-10 (Jan B2)</b></p>	<p>14</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p><b>BVD1 (M) - PAYRL01M</b></p> <p><b>BILL0005-Bank Draft Edit Report - Next</b></p> <p><b>TTVN Meeting</b></p>	<p>15</p> <p>REQST031 (Deling) - Early</p> <p>PPRs #11 - (No F M or X) PAYRL04E</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p><b>BVD1 (C) - PAYRL01C</b></p> <p><b>BILL0009 - Cancellations - Current Month</b></p>	<p>16</p> <p><b>PPRs #11 - ('M') PAYRL04M</b></p> <p>PAYRL40</p> <p><b>BW Payday #10</b></p>																																																																																				
<p>19</p> <p>State/Bank Holiday</p> <p><b>Martin Luther King, Jr.</b></p> <p>Holiday for All</p>	<p>20</p> <p>STUD-OASI - PAYRL11</p> <p>PPRs #11- (F X) PAYRL04X</p> <p>PAYRL10M</p> <p><b>BVD2 - PAYRL02</b></p> <p><b>BILL0007/015 - Retiree Billing Month End - Current Month</b></p>	<p>21</p> <p><b>P2PAY W/RECAP &amp; CHGS - PAYRL03</b></p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p><b>BILL0008-Retiree Bills and Bank Drafts- Next Month</b></p>	<p>22</p> <p>BILL0049</p> <p><b>Monthly Paycalc</b></p>	<p>23</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p>																																																																																				
<p>26</p> <p><b>Validation w/Recap &amp; Changes - PAYRL07/10B</b></p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p>	<p>27</p> <p><b>Biweekly Paycalc #09-11 (Jan B3)</b></p> <p><b>Month End</b></p>	<p>28</p> <p>TDA/ORP Run Tonight *No Turn Around Time* MONPAY26/27/28</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p><b>EPP at Noon</b></p>	<p>29</p> <p>PPRs #12 - (No F M or X) PAYRL04E</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>MONPAY049</p>	<p>30</p> <p>PAYRL40</p> <p>INSUR13M/13W/Y/019/FTP - Noon</p> <p>BUDGT009/MONLD*</p> <p><b>BILL0010 - Last Day PrePay Rpt - Current Month</b></p> <p><b>BW Payday #11</b></p>																																																																																				

# FEBRUARY 2009

## BPP Production Schedule

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>2</p> <p>REQST031 - Early</p> <p>PPRs #12 - ('M') PAYRL04M</p> <p>Monthly Pay Day</p> <p>MON0001</p> <p>INSUR022 - Early</p> <p>HRIS0003 / HRIS0004 Email - Before 11 AM</p> <p>BILL0001 - Billing Date(s) Option Card - (In Scheduler)</p>	<p>3</p> <p>PPRs #12- (F X) PAYRL04X</p> <p>HRIS0006: Email before 11 AM - HRIS0009: Edit Pers</p>	<p>4</p> <p>Supplemental Paycalc Pay Date: 02/06/09</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p>HRIS0010 - Edit PR Excp</p>	<p>5</p> <p>HRIS0005 (As Needed) - Edit for Remaining Outstanding Items</p> <p>BILL0006-PastDue Notices - Current Month</p> <p>BILL0004 - Req'd Bills</p>	<p>6</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p> <p>Supplemental Payday</p>
<p>9</p> <p>Validation w/Recap &amp; Changes - PAYRL07/10B</p> <p>MONPAY50/51</p>	<p>10</p> <p>HRIS0014</p> <p>BVD1 (No C or M) - PAYRL01</p> <p>Biweekly Paycalc #09-12 (Feb B1)</p>	<p>11</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p>BILL0005-Bank Draft Edit Report - Next Month</p> <p>TTVN Meeting</p>	<p>12</p> <p>PPRs #13 - (No F M or X) PAYRL04E</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>BVD1 (M) - PAYRL01M</p>	<p>13</p> <p>PAYRL40</p> <p>BVD1 (C) - PAYRL01C</p> <p>BW Payday #12</p>
<p>16</p> <p>REQST031 (Delinq) - Early</p> <p>PPRs #13 - ('M') PAYRL04M</p> <p>BILL0009 - Cancellations - Current Month</p> <p>State Holiday</p> <p>Bank Holiday</p>	<p>17</p> <p>PPRs #13- (F X) PAYRL04X</p> <p>BVD2 - PAYRL2 PAYRL10M STUD-OASI -PAYRL11</p>	<p>18</p> <p>P2PAY W/RECAP &amp; CHGS - PAYRL03</p> <p>MONPAY52</p> <p>INSUR13W/Y/019/FTP - 6pm</p>	<p>19</p> <p>BILL0007/015 - Retiree Billing Month End - Current Month</p> <p>Monthly Paycalc</p>	<p>20</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>BILL0008-Retiree Bills and Bank Drafts- Next Month</p>
<p>23</p> <p>Validation w/Recap &amp; Changes - PAYRL07/10B</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>BILL0049</p>	<p>24</p> <p>Biweekly Paycalc #09-13 (Feb B2)</p> <p>Month End</p>	<p>25</p> <p>TDA/ORP Run Tonight *No Turn Around Time* MONPAY26/27/28</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>EPP at Noon</p>	<p>26</p> <p>PPRs #14 - (No F M or X) PAYRL04E</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>MONPAY049</p>	<p>27</p> <p>PAYRL40</p> <p>INSUR13M/13W/Y/019/FTP - Noon</p> <p>BUDGT009/MONLD*</p> <p>BILL0010 - Last Day PrePay Rpt - Current Month</p> <p>BW Payday #13</p>

JAN 2009

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# MARCH 2009

## BPP Production Schedule

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY																																																																																			
<p>2</p> <p>REQST031 - Early</p> <p>PPRs #14 - ('M') PAYRL04M</p> <p>Monthly Pay Day</p> <p>MON0001</p> <p>INSUR022 - Early</p> <p>INSUR014 - Dep Grandchild Cert</p> <p>HRIS0003 / HRIS0004 Email - Before 11 AM</p> <p>BILL0001 - Billing Date(s) Option Card - (In Scheduler)</p>	<p>3</p> <p>PPRs #14- (F X) PAYRL04X</p> <p>HRIS0006: Email before 11 AM - HRIS0009: Edit Pers</p>	<p>4</p> <p>Supplemental Paycalc Pay Date: 03/06/09</p> <p>INSUR13W/Y/019/FTP - Noon</p> <p>HRIS0010 - Edit PR Excp</p>	<p>5</p> <p>HRIS0005 (As Needed) - Edit for Remaining Outstanding Items</p> <p>BILL0006-PastDue Notices - Current Month</p> <p>BILL0004 - Req'd Bills</p>	<p>6</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p> <p>Supplemental Payday</p>																																																																																			
<p>9</p> <p>Validation w/Recap &amp; Changes - PAYRL07/10B</p> <p>PPRs #15 -PAYRL04X (for 'R')</p> <p>MONPAY50/51</p>	<p>10</p> <p>HRIS0014</p> <p>Biweekly Paycalc #09-14 (Mar B1)</p>	<p>11</p> <p>Quarterly FTE's - BUDGT014/15/21 &amp; FISYE25*</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p>BILL0005-Bank Draft Edit Report - Next Month</p> <p>TTVN Meeting</p>	<p>12</p> <p>PPRs #15 - (No F M R or X) PAYRL04E</p> <p>PPRs #15 - ('M') PAYRL04M</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>BVD1 - for 'R' &amp; 'W'</p>	<p>13</p> <p>PAYRL40</p> <p>BVD1 (No C, M, R or W) - PAYRL01</p> <p>BW Payday #14</p> <p>Spring Break for T (only)</p>																																																																																			
<p>16</p> <p>REQST031 (Deling) - Early</p> <p>PPRs #15- (F X) PAYRL04X</p> <p>BILL0009 - Cancellations - Current Month</p>	<p>17</p> <p>BVD1 (M) - PAYRL01M</p>	<p>18</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p>BVD1 (C) - PAYRL01C</p> <p>BILL0007/015 - Retiree</p>	<p>19</p> <p>Spring Break (for all but H/J/P/T)</p>	<p>20</p> <p>Spring Break(all but T)</p>																																																																																			
Spring Break for N and R																																																																																							
<p>23</p> <p>Validation w/Recap &amp; Changes - PAYRL07/10B</p> <p>MONPAY52</p> <p>BILL0008-Retiree Bills and Bank Drafts- Next Month</p>	<p>24</p> <p>STUD-OASI -PAYRL11</p> <p>PAYRL10M</p> <p>BVD2 - PAYRL02</p> <p>Biweekly Paycalc #09-15 (Mar B2)</p> <p>BILL0049</p>	<p>25</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>P2PAY W/RECAP &amp; CHGS - PAYRL03</p> <p>INSUR13W/Y/019/FTP - 6pm</p>	<p>26</p> <p>PPRs #16 - (No F M or X) PAYRL04E</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>Monthly Paycalc</p> <p>Month End</p>	<p>27</p> <p>TDA/ORP Run Tonight MONPAY26/27/28</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>PAYRL40</p> <p>EPP at Noon</p> <p>Quarterly Tax Reports</p> <p>BW Payday #15</p>																																																																																			
<p>30</p> <p>PPRs #16 - ('V') PAYRL04V</p> <p>PPRs #16 - ('M') PAYRL04M</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>MONPAY049</p>	<p>31</p> <p>PPRs #16- (F X) PAYRL04X</p> <p>INSUR13M/13W/Y/019/FTP - Noon</p> <p>BUDGT009/MONLD*</p> <p>BILL0010 - Last Day PrePay Rpt - Current Month</p>	<p>FEB 2009</p> <table border="1"> <tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td></td></tr> </table>	M	T	W	T	F	S	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28		<p>APR 2009</p> <table border="1"> <tr><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th><th>S</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td></tr> </table>	M	T	W	T	F	S	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		
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# APRIL 2009

## BPP Production Schedule

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# MAY 2009

## BPP Production Schedule

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<p>8</p> <div style="border: 1px solid green; padding: 2px;">PPRs #21 - ('M') PAYRL04M</div>	<p>9</p> <div style="border: 1px solid green; padding: 2px; margin-bottom: 2px;">PPRs #21 (F X) PAYRL04X</div> <div style="border: 1px solid red; padding: 2px;">HRIS0014</div>	<p>10</p> <div style="border: 1px solid blue; padding: 2px; margin-bottom: 2px;">INSUR13W/Y/019/FTP - 6pm</div> <div style="border: 1px solid blue; padding: 2px; margin-bottom: 2px;">BILL0005-Bank Draft Edit Report - Next Month</div> <div style="background-color: #000080; color: white; text-align: center; padding: 2px; margin-top: 5px;">TTVN Meeting</div>	<p>11</p>	<p>12</p> <div style="border: 1px solid green; padding: 2px;">PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</div>																																																																																																	
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<p>22</p> <div style="border: 1px solid green; padding: 2px; margin-bottom: 2px;">PPRs #22 (F X) PAYRL04X</div> <div style="border: 1px solid blue; padding: 2px;">BILL0008-Retiree Bills and Bank Drafts- Next Month</div>	<p>23</p> <div style="border: 1px solid green; padding: 2px; margin-bottom: 2px;">BVD2 - PAYRL2 PAYRL10M STUD-OASI -PAYRL11</div> <div style="border: 1px solid blue; padding: 2px;">BILL0049</div>	<p>24</p> <div style="border: 1px solid green; padding: 2px; margin-bottom: 2px;">P2PAY W/RECAP &amp; CHGS - PAYRL03</div> <div style="border: 1px solid green; padding: 2px;">INSUR13W/Y/019/FTP - 6pm</div>	<p>25</p> <div style="border: 1px solid green; padding: 2px; margin-bottom: 2px;">PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</div> <div style="border: 1px solid green; padding: 2px; margin-top: 5px;">Monthly Paycalc</div> <div style="background-color: #000080; color: white; text-align: center; padding: 2px; margin-top: 2px;">Month End</div>	<p>26</p> <div style="border: 1px solid green; padding: 2px; margin-bottom: 2px;">Validation w/Recap &amp; Changes - PAYRL07/10B</div> <div style="border: 1px solid red; padding: 2px; margin-bottom: 2px;">TDA/ORP Run Tonight *No Turn Around Time* MONPAY26/27/28</div> <div style="border: 1px solid green; padding: 2px; margin-bottom: 2px;">PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</div> <div style="border: 1px solid red; padding: 2px;">EPP at Noon</div>																																																																																																	
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# JULY 2009

## BPP Production Schedule

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<p>JUN 2009</p> <table border="1"> <tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td></td><td></td><td></td><td></td><td></td></tr> </table>	M	T	W	T	F	S	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						<p>Aug 2009</p> <table border="1"> <tr><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>	M	T	W	T	F	S	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							<p>1</p> <p>REQST031 - Early</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>Monthly Pay Day</p> <p>MON0001</p> <p>HRIS0003 / HRIS0004 Email - Before 11 AM</p> <p>BILL0001 - Billing Date(s) Option Card - (In Scheduler)</p>	<p>2</p> <p>PPRs #23 - (No F M or X) PAYRL04E</p> <p>INSUR022 - Early</p> <p>HRIS0006: Email before 11 AM - HRIS0009: Edit Pers</p> <p>BW Payday #22</p>	<p>3</p> <p>Independence Day: All but L/P/T/W</p>
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<p>6</p> <p>Supplemental Paycalc Pay Date 07/08/09</p> <p>PPRs #23 - ('M') PAYRL04M</p> <p>PAYRL40</p> <p>HRIS0010 - Edit PR Excp</p> <p>BILL0006-PastDue Notices - Current Month</p> <p>BILL0004 - Req'd Bills</p> <p>Independence Day: P</p>	<p>7</p> <p>PPRs #23 (F X) PAYRL04X</p> <p>HRIS0005 (As Needed) - Edit for Remaining Outstanding Items</p>	<p>8</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p>HRIS0014</p> <p>TTVN Meeting</p> <p>Supplemental Payday</p>	<p>9</p>	<p>10</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p>																																																																																											
<p>13</p> <p>Validation w/Recap &amp; Changes - PAYRL07/10B</p> <p>MONPAY52</p>	<p>14</p> <p>PPRs #24 - ('V') PAYRL04V</p> <p>BVD1 (No C or M) - PAYRL01</p> <p>Biweekly Paycalc #09-23 (Jul B2)</p>	<p>15</p> <p>REQST031 (Deling) - Early</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>INSUR13W/Y/019/FTP - 6pm</p> <p>BVD1 (C) - PAYRL01C</p> <p>BILL0009 - Cancellations - Current Month</p> <p>BILL0005-Bank Draft Edit Report - Next Month</p>	<p>16</p> <p>PPRs #24 - (No F M or X) PAYRL04E</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>BVD1 (M) - PAYRL01M</p>	<p>17</p> <p>PAYRL40</p> <p>BILL0007/015 - Retiree Billing Month End - Current Month</p> <p>BW Payday #23</p>																																																																																											
<p>20</p> <p>PPRs #24 - ('M') PAYRL04M</p> <p>BILL0008-Retiree Bills and Bank Drafts- Next Month</p>	<p>21</p> <p>PPRs #24 (F X) PAYRL04X</p> <p>BVD2 - PAYRL2 PAYRL10M STUD-OASI -PAYRL11</p> <p>BILL0049</p>	<p>22</p> <p>P2PAY W/RECAP &amp; CHGS - PAYRL03</p> <p>INSUR13W/Y/019/FTP - 6pm</p>	<p>23</p> <p>Monthly Paycalc</p>	<p>24</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p>																																																																																											
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# AUGUST 2009

## BPP Production Schedule

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY																																																																																				
<p>3</p> <p>REQST031 - Early</p> <p>PPRs #25 - ('M') PAYRL04M</p> <p>Monthly Pay Day</p> <p>MON0001</p> <p>INSUR022 - Early</p> <p>HRIS0003 / HRIS0004 Email - Before 11 AM</p> <p>BILL0001 - Billing Date(s) Option Card - (In Scheduler)</p>	<p>4</p> <p>PPRs #26 - ('V') PAYRL04V</p> <p>PPRs #25 (F X) PAYRL04X</p> <p>HRIS0006: Email before 11 AM - HRIS0009: Edit Pers</p>	<p>5</p> <p>Supplemental Paycalc Pay Date: 08/07/09</p> <p>INSUR13W/X/Y/019/FTP - 6 pm</p> <p>HRIS0010 - Edit PR Excp</p> <p>BILL0006-PastDue Notices - Current Month</p> <p>BILL0004 - Req'd Bills</p>	<p>6</p> <p>HRIS0005 (As Needed) - Edit for Remaining Outstanding Items</p>	<p>7</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p> <p>Phase I: AE Updates to Vendors</p> <p>Supplemental Payday</p>																																																																																				
<p>10</p> <p>Validation w/Recap &amp; Changes - PAYRL07/10B</p> <p>MONPAY50/51</p> <p>HRIS0014</p>	<p>11</p> <p>PPRs #27 - ('V') PAYRL04V</p> <p>BVD1 (No C or M) - PAYRL01</p> <p>Biweekly Paycalc #09-25 (Aug B1)</p>	<p>12</p> <p>PPRs #26 - (No F M or X) PAYRL04E</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>INSUR13W/X/Y/019/FTP - 6 pm</p> <p>BVD1 (C) - PAYRL01C</p> <p>BILL0005-Bank Draft Edit Report - Next Month</p> <p>TTVN Meeting</p>	<p>13</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>BVD1 (M) - PAYRL01M</p>	<p>14</p> <p>PPRs #27 - (No F M V or X) PAYRL04E</p> <p>PPRs #26 - ('M') PAYRL04M</p> <p>PAYRL40</p> <p>BW Payday #25</p>																																																																																				
<p>17</p> <p>REQST031 (Delinq) - Early</p> <p>PPRs #26 (F X) PAYRL04X</p> <p>MONPAY52</p> <p>BILL0009 - Cancellations - Current Month</p>	<p>18</p> <p>PPRs #27 - ('M') PAYRL04M</p> <p>BVD2 - PAYRL2 PAYRL10M STUD-OASI -PAYRL11</p>	<p>19</p> <p>PPRs #27 (F X) PAYRL04X</p> <p>P2PAY W/RECAP &amp; CHGS - PAYRL03</p> <p>INSUR13W/X/Y/019/FTP - 6 pm</p> <p>BILL0007/015 - Retiree Billing Month End - Current Month</p>	<p>20</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p> <p>Monthly Paycalc</p>	<p>21</p> <p>Validation w/Recap &amp; Changes - PAYRL07/10B</p> <p>Phase II: AE Updates to Vendors</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p>																																																																																				
<p>24</p> <p>PRE-VAL/VAL/S.OASI - PAYRL05/06/07/11</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>Biweekly Paycalc #09-26 (Aug B2)</p>	<p>25</p> <p>Validation w/Recap &amp; Changes - PAYRL07/10B</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p>	<p>26</p> <p>PAYRL51*/52 &amp; Transmit COD file to Wells Fargo</p> <p>INSUR13W/X/Y/019/FTP - 6 pm</p> <p>Biweekly Paycalc #09-27 (Aug B3)[No PAYRL 42B/51B for</p> <p>Month End</p>	<p>27</p> <p>TDA/ORP Run Tonight - [No TurnAround] MONPAY26/27/28</p> <p>PAYRL43/44/45/48/49 &amp; Transmit ACH/Pos Pay files to Wells Fargo</p> <p>No PAYRL42B &amp; No PAYRL51B for 9/11</p> <p>EPP at Noon</p>	<p>28</p> <p>Quarterly FTEs - BUDGT014/15/21 &amp; FJSYE25* (If FTE Info is Received.)</p> <p>PAYRL52 ONLY</p> <p>PAYRL40</p> <p>MONPAY049</p> <p>BW Payday #26</p>																																																																																				
<p>31</p> <p>BUDGT009/MONLD*</p> <p>BILL0010 - Last Day PrePay Rpt - Current Month</p>	<p>JUL 2009</p> <table border="1"> <thead> <tr> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> <tr> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> <td>12</td> </tr> <tr> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> <td>19</td> </tr> <tr> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> <td>26</td> </tr> <tr> <td>27</td> <td>28</td> <td>29</td> <td>30</td> <td>31</td> <td></td> <td></td> </tr> </tbody> </table>		M	T	W	T	F	S	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			<p>SEP 2009</p> <table border="1"> <thead> <tr> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> <tr> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> <td>12</td> </tr> <tr> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> <td>19</td> </tr> <tr> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> <td>26</td> </tr> <tr> <td>27</td> <td>28</td> <td>29</td> <td>30</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		M	T	W	T	F	S	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
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