

## Enrollee Programs

### PAYROLL & HOLIDAY SCHEDULE

Period Start Date	Period End Date	Payroll Deadline 5:00PM EST	Period Check Date
12/19/2020	01/01/2021	***12/31/2020	1/14/2021
01/02/2021	01/15/2021	*1/15/2021 (COB)	1/28/2021
01/16/2021	01/29/2021	2/1/2021	2/11/2021
01/30/2021	02/12/2021	*2/12/2021 (COB)	2/25/2021
02/13/2021	02/26/2021	3/1/2021	3/11/2021
02/27/2021	03/12/2021	3/15/2021	3/25/2021
03/13/2021	03/26/2021	3/29/2021	4/8/2021
03/27/2021	04/09/2021	4/12/2021	4/22/2021
04/10/2021	04/23/2021	4/26/2021	5/6/2021
04/24/2021	05/07/2021	5/10/2021	5/20/2021
05/08/2021	05/21/2021	5/24/2021	6/3/2021
05/22/2021	06/04/2021	6/7/2021	6/17/2021
06/05/2021	06/18/2021	6/21/2021	7/1/2021
06/19/2021	07/02/2021	*7/2/2021 (COB)	7/15/2021
07/03/2021	07/16/2021	7/19/2021	7/29/2021
07/17/2021	07/30/2021	8/2/2021	8/12/2021
07/31/2021	08/13/2021	8/16/2021	8/26/2021
08/14/2021	08/27/2021	8/30/2021	9/9/2021
08/28/2021	09/10/2021	9/13/2021	9/23/2021
09/11/2021	09/24/2021	9/27/2021	10/7/2021
09/25/2021	10/08/2021	*10/08/2021 (COB)	10/21/2021
10/09/2021	10/22/2021	10/25/2021	11/4/2021
		**11/05/2021	
10/23/2021	11/05/2021	(COB)	11/18/2021
11/06/2021	11/19/2021	*11/19/2021 (COB)	12/2/2021
11/20/2021	12/03/2021	12/6/2021	12/16/2021
12/04/2021	12/17/2021	12/20/2021	12/30/2021

\* Deadline is COB on Friday due to Holiday on following Monday

\*\* Deadline is COB on Friday due to Holiday on Thursday

\*\*\*Deadline is COB on Thursday due to Holiday on Friday

### 2021 Holiday Schedule

The following are the official holidays to be observed by the enrollees:

Friday	Jan 1, 2021	New Year's Day
Monday	Jan 18, 2021	MLK Birthday
Monday	Feb 15, 2021	Washington's B-day
Monday	May 31, 2021	Memorial Day
Friday	June 18, 2021***	Juneteenth
Monday	July 5, 2021*	Independence Day
Monday	Sep 6, 2021	Labor Day
Monday	Oct 11, 2021	Columbus Day
Thursday	Nov 11, 2021	Veterans Day
Thursday	Nov 25, 2021	Thanksgiving Day
Friday	Dec 24, 2021**	Christmas Day

\*\*\* Juneteenth, July 19<sup>th</sup> is observed on Friday, June 18<sup>th</sup>

\*Independence Day, July 4<sup>th</sup> is observed on Monday, July 5<sup>th</sup>

\*\*Christmas Day, December 25<sup>th</sup> is observed on Friday, December 24<sup>th</sup>.

Enrollees also receive one Individual Holiday per calendar year. This day must be taken all at the same time- you may not break up the time in multiple days. The amount of Individual Holiday Leave available is calculated in the same way as Holiday Leave.