### 2016 Payroll Process Schedule

- **M** = Monthly Final Processing (12/10 Mth)
- **KM** = Monthly Kronos Due
- **BI** = Biweekly Final Processing
- **KB** = Biweekly Kronos Due
- **=** = Pay Date

#### Revised 5/29/15 LB

<table>
<thead>
<tr>
<th>1st Quarter~2016</th>
<th>2nd Quarter~2016</th>
<th>3rd Quarter~2016</th>
<th>4th Quarter~2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>January 2016</strong></td>
<td><strong>February 2016</strong></td>
<td><strong>March 2016</strong></td>
<td><strong>April 2016</strong></td>
</tr>
<tr>
<td><img src="calendar_grid_1st_quarter.png" alt="Calendar Grid" /></td>
<td><img src="calendar_grid_2nd_quarter.png" alt="Calendar Grid" /></td>
<td><img src="calendar_grid_3rd_quarter.png" alt="Calendar Grid" /></td>
<td><img src="calendar_grid_4th_quarter.png" alt="Calendar Grid" /></td>
</tr>
</tbody>
</table>

#### Key:
- Biweekly Pay Day
- Monthly Pay Day
- Holiday

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### Payroll Process Schedule

- **January 2016**
- **February 2016**
- **March 2016**
- **April 2016**
- **May 2016**
- **June 2016**
- **July 2016**
- **August 2016**
- **September 2016**
- **October 2016**
- **November 2016**
- **December 2016**