

2016 NBER Time Sheet (V1 PSA) SUBMISSION SCHEDULE

Hours Due Friday, 5pm	Manager Approval Window	Payroll Date
12/31/2015 (Thurs) ***	01/01/16-01/04/16	01/08/2016 (Friday)
01/14/2016 (Thurs) ***	01/15/16-01/18/16	01/22/2016 (Friday)
01/29/2016	01/29/16-02/01/16	02/05/2016 (Friday)
02/11/2016 (Thurs) ***	02/12/16-02/15/16	02/19/2016 (Friday)
02/26/2016	02/26/16-02/29/16	03/04/2016 (Friday)
03/11/2016	03/11/16-03/14/16	03/18/2016 (Friday)
03/25/2016	03/25/16-03/28/16	04/01/2016 (Friday)
04/08/2016	04/08/16-04/11/16	04/15/2016 (Friday)
04/22/2016	04/22/16-04/25/16	04/29/2016 (Friday)
05/06/2016	05/06/16-05/09/16	05/13/2016 (Friday)
05/20/2016	05/20/16-05/23/16	05/27/2016 (Friday)
06/03/2016	06/03/16-06/06/16	06/10/2016 (Friday)
06/17/2016	06/17/16-06/20/16	06/24/2016 (Friday)
06/30/2016 (Thurs) ***	07/01/16-07/04/16	07/08/2016 (Friday)
07/15/2016	07/15/16-07/18/16	07/22/2016 (Friday)
07/29/2016	07/29/16-08/01/16	08/05/2016 (Friday)
08/12/2016	08/12/16-08/15/16	08/19/2016 (Friday)
08/26/2016	08/26/16-08/29/16	09/02/2016 (Friday)
09/09/2016	09/09/16-09/12/16	09/16/2016 (Friday)
09/23/2016	09/23/16-09/26/16	09/30/2016 (Friday)
10/06/2016 (Thurs) ***	10/07/16-10/10/16	10/14/2016 (Friday)
10/21/2016	10/21/16-10/24/16	10/28/2016 (Friday)
11/03/2016 (Thurs) ***	11/04/16-11/07/16	11/10/2016 (Thursday)
11/17/2016 (Thurs) ***	11/18/16-11/21/16	11/25/2016 (Friday)
12/02/2016	12/02/16-12/05/16	12/09/2016 (Friday)
12/16/2016	12/16/16-12/19/16	12/23/2016 (Friday)
12/29/2016 (Thurs) ***	12/30/16-01/02/17	01/06/2017 (Friday)

***** DUE TO HOLIDAY, TIME SHEETS MUST BE SUBMITTED EARLIER**