

**MAIN STATE PAYROLL**  
**"UNCLASSIFIED" HOURLY and FLSA OVERTIME ELIGIBLE TIME SHEET SCHEDULE AND DEADLINES**

PAY PERIOD EFFECTIVE DATES		TIME SHEETS DUE	CHECK DATE SALARIED EMPLOYEES	CHECK DATE HOURLY ** EMPLOYEES
1/6/2022	1/19/2022	1/25/2022	2/2/2022	2/16/2022
1/20/2022	2/2/2022	2/8/2022	2/16/2022	3/2/2022
2/3/2022	2/16/2022	<b>2/21/2022*</b>	3/2/2022	3/16/2022
2/17/2022	3/2/2022	3/8/2022	3/16/2022	3/30/2022
3/3/2022	3/16/2022	3/22/2022	3/30/2022	4/13/2022
3/17/2022	3/30/2022	4/5/2022	4/13/2022	4/27/2022
3/31/2022	4/13/2022	4/19/2022	4/27/2022	5/11/2022
4/14/2022	4/27/2022	5/3/2022	5/11/2022	5/25/2022
4/28/2022	5/11/2022	5/17/2022	5/25/2022	6/8/2022
5/12/2022	5/25/2022	<b>5/30/2022*</b>	6/8/2022	6/22/2022
5/26/2022	6/8/2022	6/14/2022	6/22/2022	7/6/2022
6/9/2022	6/22/2022	6/28/2022	7/6/2022	7/20/2022
6/23/2022	7/6/2022	7/12/2022	7/20/2022	8/3/2022
7/7/2022	7/20/2022	7/26/2022	8/3/2022	8/17/2022
7/21/2022	8/3/2022	8/9/2022	8/17/2022	8/31/2022
8/4/2022	8/17/2022	8/23/2022	8/31/2022	9/14/2022
8/18/2022	8/31/2022	9/6/2022	9/14/2022	9/28/2022
9/1/2022	9/14/2022	9/20/2022	9/28/2022	10/12/2022
9/15/2022	9/28/2022	10/4/2022	10/12/2022	10/26/2022
9/29/2022	10/12/2022	10/18/2022	10/26/2022	11/9/2022
10/13/2022	10/26/2022	11/1/2022	11/9/2022	11/23/2022
10/27/2022	11/9/2022	<b>11/14/2022*</b>	11/23/2022	12/7/2022
11/10/2022	11/23/2022	<b>11/28/2022*</b>	12/7/2022	12/21/2022
11/24/2022	12/7/2022	12/13/2022	12/21/2022	1/4/2023
12/8/2022	12/21/2022	<b>12/26/2022*</b>	1/4/2023	1/18/2023
12/22/2022	1/4/2023	1/10/2023	1/18/2023	2/1/2023
1/5/2023	1/18/2023	1/24/2023	2/1/2023	2/15/2023
1/19/2023	2/1/2023	2/7/2023	2/15/2023	3/1/2023
2/2/2023	2/15/2023	<b>2/20/2023*</b>	3/1/2023	3/15/2023

**\* please note these dates must be strongly adhered to because of early submission requirements by the NYS Comptroller's Office.**

**\*\* Pay dates are for hourly employees but also include payments received by salaried employees for additional hours worked (for over-time, extra-time, holidays, ect,)**