January

State Auditor's Office
Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 **STATE HOLIDAY** 6:30am-10pm Payroll Available ESS/MSS available on holidays 6:30am-10pm WOLFS available **NO WOLFS RUN**	3	4	5	6	7
8	9	10	11	12	13 Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm **MAINTENANCE** **NO WOLFS RUN**	14 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**
15 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE**	16 **STATE HOLIDAY** 6:30am-10pm Payroll Available ESS/MSS available on holidays 6:30am-10pm WOLFS available **NO WOLFS RUN**	17 5p Final Transactions Due to A&I/HRD, EGI, SAO **UMB PAYMENTS DUE 12PM**	18	19	20	21
22	23 **PAYROLL INTERFACES DUE 1PM**	24 Payroll available until 12pm Contact SAO if TADJs process for employees with garnishments **W2 PDF 12PM & PAYROLL RUN**	25 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	26 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	27	28
29	30	31 6:30am-5pm WOLFS available **WOLFS RUN & MONTHLY 5PM**				
						Working Days: 22

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.

February

State Auditor's Office
Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
4	6	7	8	9	10 Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm **MAINTENANCE** **NO WOLFS RUN**	11 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**
12 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE**	13	14	15 5p Final Transactions Due to A&I/HRD, EGI, SAO **UMB PAYMENTS DUE 12PM**	16	17 Agency day to finish transactions **PAYROLL INTERFACES DUE 1PM**	18
19	20 **STATE HOLIDAY** 6:30am-10pm Payroll Available ESS/MSS available on holidays 6:30am-10pm WOLFS available **NO WOLFS RUN**	21 Payroll available until 5pm Contact SAO if TADJs process for employees with garnishments **PAYROLL RUN**	22 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	23 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	24	25
26	27	28 6:30am-5pm WOLFS available **WOLFS RUN & MONTHLY 5PM**				
						Working Days: 20

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.

March

State Auditor's Office
Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10 Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm **MAINTENANCE** **NO WOLFS RUN**	11 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**
12 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE**	13	14	15 5p Final Transactions Due to A&I/HRD, EGI, SAO **UMB PAYMENTS DUE 12PM**	16	17	18
19	20	21	22	23 Agency day to finish transactions **PAYROLL INTERFACES DUE 1PM**	24 Payroll available until 5pm Contact SAO if TADJs process for employees with garnishments **PAYROLL RUN**	25 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**
26 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	27 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	28	29 6:30am-5pm WOLFS available **WOLFS RUN & MONTHLY 5PM**	30 **ADV4 Cutover NO FIN/HRM**	31 **ADV4 Cutover NO FIN/HRM**	
						Working Days: 23

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.

April

State Auditor's Office
Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 ADV4 Cutover NO FIN/HRM
2 ADV4 Cutover NO FIN/HRM	3 ADV4 Cutover NO FIN/HRM	4 ADV4 Cutover NO FIN/HRM	5	6	7 Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm MAINTENANCE NO WOLFS RUN	8 Payroll, ESS, MSS unavailable WOLFS unavailable MAINTENANCE WOLFS UNAVAILABLE
9 Payroll, ESS, MSS unavailable WOLFS unavailable MAINTENANCE	10	11	12	13	14 5p Final Transactions Due to A&I/HRD, EGI, SAO UMB PAYMENTS DUE 12PM	15
16	17	18	19	20 Agency day to finish transactions PAYROLL INTERFACES DUE 1PM	21 Payroll available until 5pm Contact SAO if TADJs process for employees with garnishments PAYROLL RUN	22 Limited Payroll availability Limited ESS/MSS availability LIMITED PAYROLL
23 Limited Payroll availability Limited ESS/MSS availability LIMITED PAYROLL	24 Limited Payroll availability Limited ESS/MSS availability LIMITED PAYROLL	25 Limited Payroll availability Limited ESS/MSS availability LIMITED PAYROLL	26	27	28 6:30am-5pm WOLFS available WOLFS RUN & MONTHLY 5PM	29 WOLFS UNAVAILABLE
30 WOLFS UNAVAILABLE						Working Days: 20

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.

May

State Auditor's Office
Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12 Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm **MAINTENANCE** **NO WOLFS RUN**	13 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**
14 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE**	15 5p Final Transactions Due to A&I/HRD, EGI, SAO **UMB PAYMENTS DUE 12PM**	16	17	18	19	20
21	22 Agency day to finish transactions **PAYROLL INTERFACES DUE 1PM**	23 Payroll available until 5pm Contact SAO if TADJs process for employees with garnishments **PAYROLL RUN**	24 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	25 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	26	27
28	29 **STATE HOLIDAY** 6:30am-10pm Payroll Available ESS/MSS available on holidays 6:30am-10pm WOLFS available **NO WOLFS RUN**	30	31 6:30am-5pm WOLFS available **WOLFS RUN & MONTHLY 5PM**			
						Working Days: 23

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.

June

State Auditor's Office
Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9 Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm **MAINTENANCE** **NO WOLFS RUN**	10 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**
11 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**	12	13	14	15 5p Final Transactions Due to A&I/HRD, EGI, SAO **UMB PAYMENTS DUE 12PM**	16	17
18	19	20	21	22 Agency day to finish transactions **PAYROLL INTERFACES DUE 1PM**	23 Payroll available until 5pm Contact SAO if TADJs process for employees with garnishments **PAYROLL RUN**	24 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**
25 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	26 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	27 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	28	29	30 6:30am-3pm WOLFS available **WOLFS DOWN @ 3PM**	
						Working Days: 22

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.

July

State Auditor's Office
Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 **STATE HOLIDAY** 6:30am-10pm Payroll Available ESS/MSS available on holidays 6:30am-10pm WOLFS available **NO WOLFS RUN**	5	6	7 Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm **MAINTENANCE** **NO WOLFS RUN**	8 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**
9 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**	10	11	12	13	14 5p Final Transactions Due to A&I/HRD, EGI, SAO **UMB PAYMENTS DUE 12PM**	15 **ANNUAL FISCAL YEAR CLOSE** **WOLFS UNAVAILABLE**
16 **ANNUAL FISCAL YEAR CLOSE** **WOLFS UNAVAILABLE**	17	18	19	20	21 Agency day to finish transactions **PAYROLL INTERFACES DUE 1PM**	22
23	24 Payroll available until 5pm Contact SAO if TADJs process for employees with garnishments **PAYROLL RUN**	25 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	26 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	27	28	29
30	31 6:30am-5pm WOLFS available **WOLFS RUN & MONTHLY 5PM**					Working Days: 21

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.

August

State Auditor's Office
Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11 Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm **MAINTENANCE** **NO WOLFS RUN**	12 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**
13 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**	14	15 5p Final Transactions Due to A&I/HRD, EGI, SAO **UMB PAYMENTS DUE 12PM**	16	17	18	19
20	21	22	23 Agency day to finish transactions **PAYROLL INTERFACES DUE 1PM**	24 Payroll available until 5pm Contact SAO if TADJs process for employees with garnishments **PAYROLL RUN**	25 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	26 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**
27 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	28 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	29	30	31 6:30am-5pm WOLFS available **WOLFS RUN & MONTHLY 5PM**		
						Working Days: 23

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.

September

State Auditor's Office Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 **STATE HOLIDAY** 6:30am-10pm Payroll Available ESS/MSS available on holidays 6:30am-10pm WOLFS available **NO WOLFS RUN**	5	6	7	8 Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm **MAINTENANCE** **NO WOLFS RUN**	9 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**
10 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**	11	12	13	14	15 5p Final Transactions Due to A&I/HRD, EGI, SAO **UMB PAYMENTS DUE 12PM**	16
17	18	19	20	21 Agency day to finish transactions **PAYROLL INTERFACES DUE 1PM**	22 Payroll available until 5pm Contact SAO if TADJs process for employees with garnishments **PAYROLL RUN**	23 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**
24 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	25 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	26 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	27	28	29 6:30am-5pm WOLFS available **WOLFS RUN & MONTHLY 5PM**	30 **WOLFS UNAVAILABLE**
						Working Days: 21

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.

October

State Auditor's Office
Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 **WOLFS UNAVAILABLE**	2	3	4	5	6	7
8	9	10	11	12	13 Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm **MAINTENANCE** **NO WOLFS RUN**	14 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**
15 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**	16 **BANK HOLIDAY**	17 5p Final Transactions Due to A&I/HRD, EGI, SAO **UMB PAYMENTS DUE 12PM**	18	19	20	21
22	23 Agency day to finish transactions **PAYROLL INTERFACES DUE 1PM**	24 Payroll available until 5pm Contact SAO if TADJs process for employees with garnishments **PAYROLL RUN**	25 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	26 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	27	28
29	30	31 6:30am-5pm WOLFS available **WOLFS RUN & MONTHLY 5PM**				
						Working Days: 22

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.

November

State Auditor's Office Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10 **STATE HOLIDAY** Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm **MAINTENANCE** **NO WOLFS RUN**	11 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**
12 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**	13	14	15 5p Final Transactions Due to A&I/HRD, EGI, SAO **UMB PAYMENTS DUE 12PM**	16	17	18
19	20 Agency day to finish transactions **PAYROLL INTERFACES DUE 1PM**	21 Payroll available until 5pm Contact SAO if TADJs process for employees with garnishments **PAYROLL RUN**	22 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	23 **STATE HOLIDAY** 6:30am-10pm Payroll Available ESS/MSS available on holidays 6:30am-10pm WOLFS available **NO WOLFS RUN**	24 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	25 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**
26 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	27	28	29	30 6:30am-5pm WOLFS available **WOLFS RUN & MONTHLY 5PM**		
						Working Days: 22

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.

December

State Auditor's Office
Processing Calendar

Last Modified November 29, 2022

Maintenance
Limited Payroll
UMB
Payroll Deadlines

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8 Payroll available until 5pm ESS/MSS available until 5pm WOLFS available until 5pm **MAINTENANCE** **NO WOLFS RUN**	9 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**
10 Payroll, ESS, MSS unavailable WOLFS unavailable **MAINTENANCE** **WOLFS UNAVAILABLE**	11	12	13	14	15 5p Final Transactions Due to A&I/HRD, EGI, SAO **UMB PAYMENTS DUE 12PM**	16
17	18	19	20 Agency day to finish transactions **PAYROLL INTERFACES DUE 1PM**	21 Payroll available until 5pm Contact SAO if TADJs process for employees with garnishments **PAYROLL RUN**	22 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	23 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**
24 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	25 **STATE HOLIDAY** 6:30am-10pm Payroll Available ESS/MSS available on holidays 6:30am-10pm WOLFS available **NO WOLFS RUN**	26 Limited Payroll availability Limited ESS/MSS availability **LIMITED PAYROLL**	27	28	29 6:30am-12pm WOLFS available **WOLFS RUN & MONTHLY 12 PM**	30
31						Working Days: 21

WOLFS and Payroll Help Desks will be staffed from 8:00am to 5:00pm on business days, excluding Holidays.

HRM Payroll will be available from 6:30am to 8:00pm each day, including Holidays, unless otherwise noted.

Employee Self Service (ESS) and Manager Self Service (MSS) will be available 24 hours a day unless otherwise noted.

WOLFS will be available from 6:30am to 6:30pm and will run every business day (M-F) unless otherwise noted. On weekends and Holidays WOLFS is available from 6:30am to 10:00pm unless otherwise noted.

WOLFS warrants will be available for pickup at 11:00am the business day after the WOLFS Run.

WOLFS interfaces will be processed between 6:00am and 3:00pm unless otherwise noted.