



**COURAGE. STRENGTH. FORTITUDE.**

## **Full-Time Employee Monthly Timesheet Submission Schedule**

**2025 & 2026**

Executive Compensation Plan (ECP), Classified Managerial Employees
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<b>Timesheet Period</b>	<b>Timesheets Due</b>
<b>2025</b>	
January 2025	Friday, February 7, 2025
February 2025	Friday, March 7, 2025
March 2025	Monday, April 7, 2025
April 2025	Wednesday, May 7, 2025
May 2025	Friday, June 6, 2025
June 2025	Monday, July 7, 2025
July 2025	Thursday, August 7, 2025
August 2025	Monday, September 8, 2025
September 2025	Tuesday, October 7, 2025
October 2025	Friday, November 7, 2025
November 2025	Monday, December 8, 2025
December 2025	Wednesday, January 7, 2026
<b>2026</b>	
January 2026	Friday, February 6, 2026
February 2026	Monday, March 9, 2026
March 2026	Tuesday, April 7, 2026
April 2026	Thursday, May 7, 2026
May 2026	Monday, June 8, 2026
June 2026	Tuesday, 7 July, 2026
July 2026	Tuesday, August 6, 2026
August 2026	Friday, September 4, 2026
September 2026	Wednesday, October 7, 2026
October 2026	Friday, November 6, 2026
November 2026	Monday, December 7, 2026
December 2026	Thursday, January 7, 2027

**THE OFFICE OF HUMAN RESOURCES**

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