

## Bi-Weekly Hourly and Casual Pay Schedule

This schedule should be used when processing payments for the following groups: AMUSE, AMURE, AGSEM, MUNACA, SEU and all other casual groups including Salaried Casuals. Please refer to this schedule when processing Minerva appointment forms and POPS payments for the above mentioned groups.

**\*\* When long weekends and/or Summer Friday's are in effect, the transmission and deadline receipt dates have to be advanced by a corresponding number of days.**

Hourly Payroll Pay Period Start date (Sunday)	Hourly Payroll Pay Period End date (Saturday)	Recommended POPS/Web Transmission date (Mon. / Tue) **	Absolute deadline for POPS transmission receipt	POPS Pay date Thursday	Bi- Weekly Pay Event No	Comment
18-Dec-2016	31-Dec-2016	22-Dec-2016	3-Jan-2017	January-12-17	B2-1	1st B2 payroll for 2017
1-Jan-2017	14-Jan-2017	16-Jan-2017	17-Jan-2017	January-26-17	B2-2	
15-Jan-2017	28-Jan-2017	30-Jan-2017	31-Jan-2017	February-09-17	B2-3	
29-Jan-2017	11-Feb-2017	13-Feb-2017	14-Feb-2017	February-23-17	B2-4	
12-Feb-2017	25-Feb-2017	27-Feb-2017	28-Feb-2017	March-09-17	B2-5	
26-Feb-2017	11-Mar-2017	13-Mar-2017	14-Mar-2017	March-23-17	B2-6	
12-Mar-2017	25-Mar-2017	27-Mar-2017	28-Mar-2017	April-06-17	B2-7	
26-Mar-2017	8-Apr-2017	7-Apr-2017	10-Apr-2017	April-20-17	B2-8	<b>Note:</b> Transmission deadline modified due to Good Friday (April 14, 2017)
9-Apr-2017	22-Apr-2017	24-Apr-2017	25-Apr-2017	May-04-17	B2-9	
23-Apr-2017	6-May-2017	8-May-2017	9-May-2017	May-18-17	B2-10	
7-May-2017	20-May-2017	19-May-2017	23-May-2017	June-01-17	B2-11	<b>Note:</b> Transmission deadline advanced due to Victoria Day (May 22, 2017)
21-May-2017	3-Jun-2017	5-Jun-2017	6-Jun-2017	June-15-17	B2-12	
4-Jun-2017	17-Jun-2017	16-Jun-2017	19-Jun-2017	June-29-17	B2-13	<b>Note:</b> Transmission deadline advanced due to Summer Friday and Statutory Holiday.