

**CEI Employee Payroll Calendar - Semi-Monthly
Beginning January 2024**

Pay Date	Pay Period Begin Date	Pay Period End Date	Time Card Approval <u>Due to HR/Payroll by midnight</u>	<u>Due to HR/Payroll by 3pm: Address Change, Direct Deposit, W-4, Voluntary Deduction</u>	Hours per pay period (based on 8 hr/day)
1/12/2024	12/16/2023	12/31/2023	1/2/2024	12/27/2023	80
1/31/2024	1/1/2024	1/15/2024	1/17/2024	1/10/2024	88
2/15/2024	1/16/2024	1/31/2024	2/2/2024	1/26/2024	96
2/29/2024	2/1/2024	2/15/2024	2/20/2024	2/9/2024	88
3/15/2024	2/16/2024	2/29/2024	3/4/2024	2/23/2024	80
3/29/2024	3/1/2024	3/15/2024	3/18/2024	3/11/2024	88
4/15/2024	3/16/2024	3/31/2024	4/2/2024	3/28/2024	80
4/30/2024	4/1/2024	4/15/2024	4/17/2024	4/11/2024	88
5/15/2024	4/16/2024	4/30/2024	5/2/2024	4/25/2024	88
5/31/2024	5/1/2024	5/15/2024	5/17/2024	5/10/2024	88
6/14/2024	5/16/2024	5/31/2024	6/3/2024	5/24/2024	96
6/28/2024	6/1/2024	6/15/2024	6/17/2024	6/7/2024	80
7/15/2024	6/16/2024	6/30/2024	7/2/2024	6/27/2024	80
7/31/2024	7/1/2024	7/15/2024	7/17/2024	7/11/2024	88
8/15/2024	7/16/2024	7/31/2024	8/2/2024	7/26/2024	96
8/30/2024	8/1/2024	8/15/2024	8/19/2024	8/9/2024	88
9/13/2024	8/16/2024	8/31/2024	9/3/2024	8/26/2024	88
9/30/2024	9/1/2024	9/15/2024	9/17/2024	9/9/2024	80
10/15/2024	9/16/2024	9/30/2024	10/2/2024	9/23/2024	88
10/31/2024	10/1/2024	10/15/2024	10/17/2024	10/10/2024	88
11/15/2024	10/16/2024	10/31/2024	11/4/2024	10/25/2024	96
11/29/2024	11/1/2024	11/15/2024	11/18/2024	11/8/2024	88
12/13/2024	11/16/2024	11/30/2024	12/2/2024	11/22/2024	80
12/31/2024	12/1/2024	12/15/2024	12/17/2024	12/9/2024	80