

**CEI Employee Payroll Calendar - Semi-Monthly
Beginning January 2025**

Pay Date	Pay Period Begin	Pay Period End	Time Card <u>Approval</u> Due to HR/Payroll by	<u>Due to HR/Payroll by</u> 3pm: Address Change,	Hours per pay period (based
1/15/2025	12/16/2024	12/31/2024	1/3/2025	12/27/2024	96
1/31/2025	1/1/2025	1/15/2025	1/17/2025	1/10/2025	88
2/14/2025	1/16/2025	1/31/2025	2/4/2025	1/24/2025	96
2/28/2025	2/1/2025	2/15/2025	2/18/2025	2/7/2025	80
3/14/2025	2/16/2025	2/28/2025	3/4/2025	2/21/2025	80
3/31/2025	3/1/2025	3/15/2025	3/18/2025	3/10/2025	80
4/15/2025	3/16/2025	3/31/2025	4/2/2025	3/31/2025	88
4/30/2025	4/1/2025	4/15/2025	4/17/2025	4/9/2025	88
5/15/2025	4/16/2025	4/30/2025	5/2/2025	4/24/2025	88
5/30/2025	5/1/2025	5/15/2025	5/19/2025	5/9/2025	88
6/13/2025	5/16/2025	5/31/2025	6/3/2025	5/23/2025	88
6/30/2025	6/1/2025	6/15/2025	6/17/2025	6/9/2025	80
7/15/2025	6/16/2025	6/30/2025	7/2/2025	6/24/2025	88
7/31/2025	7/1/2025	7/15/2025	7/17/2025	7/10/2025	88
8/15/2025	7/16/2025	7/31/2025	8/4/2025	7/25/2025	96
8/29/2025	8/1/2025	8/15/2025	8/19/2025	8/8/2025	88
9/15/2025	8/16/2025	8/31/2025	9/3/2025	8/25/2025	80
9/30/2025	9/1/2025	9/15/2025	9/17/2025	9/9/2025	88
10/15/2025	9/16/2025	9/30/2025	10/2/2025	9/24/2025	88
10/31/2025	10/1/2025	10/15/2025	10/17/2025	10/10/2025	88
11/14/2025	10/16/2025	10/31/2025	11/4/2025	10/24/2025	96
11/28/2025	11/1/2025	11/15/2025	11/18/2025	11/7/2025	80
12/15/2025	11/16/2025	11/30/2025	12/2/2025	11/24/2025	80
12/31/2025	12/1/2025	12/15/2025	12/17/2025	12/10/2025	88