

BCGEU, SCFA & EXEMPT ABSENCE SUBMISSION SCHEDULE 2021

Pay Period NUMBER	PAY PERIOD DATE		ABSENCE SUBMISSIONS SHOULD BE APPROVED BY NOON	PAY DATE
	FROM:	TO:		
202101	DEC 27, 2020	JAN 9, 2021	JAN 7, 2021	JAN 15, 2021
202102	JAN 10	JAN 23	JAN 21	JAN 29, 2021
202103	JAN 24	FEB 6	FEB 4	FEB 12, 2021
202104	FEB 7	FEB 20	FEB 18	FEB 26, 2021
202105	FEB 21	MAR 6	MAR 4	MAR 12, 2021
202106	MAR 7	MAR 20	MAR 18	MAR 26, 2021
202107	MAR 21	APR 3	APR 1	APR 9, 2021
202108	APR 4	APR 17	APR 15	APR 23, 2021
202109	APR 18	MAY 1	APR 29	MAY 7, 2021
202110	MAY 2	MAY 15	MAY 13	MAY 21, 2021
202111	MAY 16	MAY 29	MAY 27	JUN 4, 2021
202112	MAY 30	JUN 12	JUN 10	JUN 18, 2021
202113	JUN 13	JUN 26	JUN 24	JUL 2, 2021
202114	JUN 27	JUL 10	JUL 8	JUL 16, 2021
202115	JUL 11	JUL 24	JUL 22	JUL 30, 2021
202116	JUL 25	AUG 7	AUG 5	AUG 13, 2021
202117	AUG 8	AUG 21	AUG 19	AUG 27, 2021
202118	AUG 22	SEP 4	SEP 2	SEP 10, 2021
202119	SEP 5	SEP 18	SEP 16	SEP 24, 2021
202120	SEP 19	OCT 2	SEP 30	OCT 8, 2021
202121	OCT 3	OCT 16	OCT 14	OCT 22, 2021
202122	OCT 17	OCT 30	OCT 28	NOV 5, 2021
202123	OCT 31	NOV 13	*NOV 10*	NOV 19, 2021
202124	NOV 14	NOV 27	NOV 25	DEC 3, 2021
202125	NOV 28	DEC 11	DEC 9	DEC 17, 2021
202126	DEC 12	DEC 25	*DEC 9*	DEC 31, 2021
202201	DEC 26, 2021	JAN 8, 2022	JAN 6, 2022	JAN 14, 2022

Absences may be called early depending on time lines to process payroll

**** If you have absences to report for a prior period and / or have missed the submission due date you must email your adjustment to payroll and cc your supervisor for approval.**