

SALARY 2026

REPORTING MONTH	DEADLINES				PAYMENT DATES	
	Expense Sheets Entry date	Per Diem claims Submitted at the latest	Time Sheets Submitted at the latest	All Approvals Due dates		
December 2025	Entry date in December	December 31	January 2, 2025	January 5, 2026	January 23, 2026	
January 2026	Entry date in January	January 31	February 2	February 4	February 25	
February 2026	Entry date in February	February 28	March 2	March 4	March 25	
March 2026	Entry date in March	March 31	April 1	April 2	April 24	
April 2026	Entry date in April	April 30	May 1	May 4	May 25	
May 2026	Entry date in May	May 31	June 1	June 3	June 25	
June 2026	Entry date in June	June 30	July 1	July 2	July 24	
July 2026	Entry date in July	July 31	August 1	August 5	August 25	
August 2026	Entry date in August	August 31	September 1	September 3	September 25	
September 2026	Entry date in September	September 30	October 1	October 5	October 23	
October 2026	Entry date in October	October 31	November 2	November 4	November 25	
November 2026	Entry date in November	November 30	December 1	December 3	December 23	
December 2026	Entry date in December	December 31	January 4, 2026	January 5, 2026	January 25, 2026	

Posted on the intranet.